

Curator: Youth Programmes

Background

For over a century the Whitechapel Gallery has premiered world-class artists from modern masters such as Pablo Picasso, Jackson Pollock, Mark Rothko and Frida Kahlo to contemporaries such as Sophie Calle, Lucian Freud, Emily Jacir and Michael Rakowitz.

With beautiful galleries, exhibitions, artist commissions, collection displays, historic archives, education resources, inspiring art courses, dining room and bookshop, the newly expanded Gallery is open all year round, so there is always something free to see.

The Gallery is a touchstone for contemporary art internationally, plays a central role in London's cultural landscape and is pivotal to the continued growth of the world's most vibrant contemporary art quarter.

The Education Department

The Education Department plays a key role in fulfilling the Whitechapel Gallery's mission statement: to bring modern and contemporary art and ideas to local, national and international audiences by providing a place for free-thinking, creativity and learning.

The Curator: Youth Programmes will develop a core strand within the Education department working alongside the Director of Education and Public Programmes and four Curators: Community, Families, Schools and Teachers, and Public Programmes.

Role

The Youth Programme works with young people aged 15 to 24, providing opportunities to engage with contemporary art and culture, creative professionals and peers. The Curator: Youth Programmes has a key role in the development, planning and delivery of activities, and contributing to the development of the Education programme as whole.

Accountability

The Curator: Youth Programmes reports directly to the Director of Education and Public Programmes.

Duties and Responsibilities:

Programming

- Develop an engaging, inclusive programme of activities, projects and resources that aim to broaden young people's access to art, and especially the Gallery's exhibitions, displays and commissions. This includes in-person and online events, workshops, studio visits and masterclasses, summer Contemporary Art Boot Camps, the Creative Careers Programme and the youth collective, Duchamp & Sons.
- Develop, manage and deliver the Youth Programme ensuring that the stated aims and objectives are met within the agreed budgets and timeframes.
- Establish a core group of young people working closely with the Gallery, to inform programming and develop their experience and expertise, including:
 1. Manage and deliver the youth collective, Duchamp & Sons, to ensure the smooth running of the programme.
 2. Ensure recruitment and participation is effectively maintained through e-flyers, advocacy, links with schools, colleges, and youth organisations.
 3. Ensure contacts database for youth contacts is maintained and developed.
 4. Manage the Duchamp & Sons Instagram, Twitter and Tumblr accounts.
- Work closely with the Director of Education and Public Programmes to select contributors to the programme, agreeing aims and evaluating outcomes in alignment with the broader objectives of the Education team and the Gallery.
- Liaise with the Exhibitions team on future exhibitions, commissions and displays and potential involvement of young people.
- Organise an annual Youth curatorial display drawn from a guest collection, engaging a group in all aspects of the curatorial process.
- Manage freelance contributors to the Youth Programme, ensuring that they fulfill their contractual obligations in line with relevant child protection policies and risk assessments.
- Liaise with Communications and Marketing to ensure effective marketing of the programme. Provide copy for the programme marketing and interpretation.
- Write reports for funders and liaise with Whitechapel Gallery's Development team.

- Contribute to discussions about a broad range of cultural and artistic practices and keep abreast of government initiatives as they relate to Youth programming, with special attention paid to issues of cultural diversity, inclusion and access.

Management and Administration

- Handle all administration for the Youth programming including maintaining accurate records and filing systems and ensuring effective documentation of projects.
- Manage freelance contributors to the Youth Programme, ensuring that they fulfill their contractual obligations in line with relevant child protection policies and risk assessments.
- Manage and monitor project budgets.
- Implement and manage Duchamp & Sons work placements, ensuring that they have a structured work programme.
- Establish and implement suitable evaluation methodologies, ensuring that funders and sponsors are updated with reports and documentation.
- Work with the Development Team to identify potential funders and assist with funding applications. Assist in maintaining relationships with current funding bodies keeping them updated about the current Gallery programme.
- Provide and monitor content and images for the website and ensure that the Gallery's education pages on the website are accurate and regularly updated, liaising with the Communications Team.
- Ensure that proper statistics and evaluations are kept for Youth programming.

Networking

- Foster a growing and positive relationship with Whitechapel Gallery staff, young audiences, schools, colleges, communities and peers, encouraging involvement in the Gallery's programming. Research new contacts and network as appropriate, attend relevant meetings, workshops and discussions.

- Maintain relationships with current funding bodies, keeping them updated about current Gallery programme and initiating new contacts.
- Represent and advocate for the Whitechapel Gallery on local, national and international platforms.

Other

- Any other duties as deemed appropriate by the Director of Education and Public Programmes.

Person Specification

Essential

- Degree or equivalent in a related subject (arts and humanities, visual culture, social sciences, education).
- Knowledge of the issues and concerns connected with Youth programming with at least three years' experience working in a directly related area.
- Knowledge and appreciation of modern and contemporary art.
- An applied knowledge of the underlying ideas and methodologies underpinning art education.
- Excellent administrative and project management skills.
- An enjoyment of and willingness to engage with a wide variety of people and organisations.
- Proven successful experience of managing budgets for multiple projects.
- Self-motivated, with the ability to work as part of a busy team supporting colleagues and working to deadlines.
- Proven, excellent, communication skills, both written and verbal.
- Good IT skills including Word, Excel and databases.
- Experience of online facilitation and delivery of Youth sessions using Zoom or other digital platforms.
- Empathy for the Whitechapel Gallery's philosophy and commitment to broadening access to diverse audiences through arts.
- Ability to work collaboratively with the Education team, all other Whitechapel Gallery departments, volunteers and interns.
- Enhanced DBS check satisfactory to the Whitechapel Gallery.

Desirable

- Knowledge of the arts funding system and current initiatives in England.
- Practical experience of curating exhibitions.

- Knowledge of the issues facing the socially and culturally diverse communities within the London Boroughs of Tower Hamlets, Hackney and Newham.

Conditions of Work

- Permanent contract.
- Hours of work: 9.30am – 5.45pm, 5 days per week, plus some occasional weekend and evening work, which will be compensated by time off in lieu.
- Starting salary: £27,000 per annum.
- The period of notice is 2 months in writing on either side.
- Probation period: 6 months.

In addition, the benefits you are eligible to receive are, subject to availability:

- 25 days annual holiday (pro rata for part-time staff).
- Option of 4% of your gross salary provided as employers' pension contribution (3 months after start date or when probation has been successfully completed, whichever is latest).
- Research trips to international art events in addition to exhibition related travel.
- Discount from the Gallery bookshop (subject to availability).
- Discount from the Townsend Restaurant (subject to availability).
- Discounts on editions (one per edition) and publications (subject to availability).
- Training opportunities.
- Access to the Gallery's Employee Assistance Programme.