

ASSOCIATE CURATOR OF HISTORY AND ART OAKLAND MUSEUM OF CALIFORNIA

POSITION SUMMARY

The Associate Curator of History and Art works within the curatorial team to research and develop exhibitions and core gallery installations that meet the Museum's community engagement, social impact and business goals; engage the diversity of Oakland residents; and research and develop the history and art collections.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following reflects OMCA's definition of essential functions for this position, but does not restrict the tasks that may be assigned. OMCA may assign or reassign duties and responsibilities to this position at any time due to reasonable accommodation or other reasons.

INSTITUTIONAL RESPONSIBILITIES

- Support the Museum's mission, values, vision, and core commitment to the visitor experience, community engagement, and institutional relevancy for the future
- Contribute to and support the OMCA strategic plan, annual priorities, and institutional initiatives such as diversity advancement
- Contribute to a positive organizational culture based on mutual respect, a spirit of collegiality, cooperation, and openness to many perspectives
- Participate in a culture of ongoing learning, collaboration, innovation, creativity, and community engagement

POSITION DUTIES AND RESPONSIBILITIES

- Research and develop ideas for multi-disciplinary exhibitions, gallery installations and programs that meet OMCA's mission, community engagement and business goals, and leverage our collections and campus in new ways; provide content expertise as part of a core team that leads the collaborative development and implementation of exhibition and gallery projects; participate in audience research, and community consultation and co-creation as key elements of exhibition development
- Work within a cross-functional team to oversee the care, upkeep and refreshment of core gallery collections and experiences; identify and scope projects and resources for annual planning; develop innovative methods for meaningful and relevant community engagement and audience development through collections; participate in developing the vision for how the core galleries can drive audiences and create meaningful connections
- Participate in the planning of touring exhibitions including, where feasible, modifying content and experience to better meet institutional goals and enhance the California experience for visitors
- Support fundraising and Center activities by conducting original research, writing, and preparing and giving presentations
- Work closely with the Collections Team to research and catalogue legacy and newly acquired collections and artifacts; monitor and update collection records in database to ensure accuracy and currency, develop collections policies and procedures, conduct collection surveys to prioritize work for grants and annual planning, attend to the Museum's policies, procedures, and professional standards regarding the acquisition, documentation, care, and presentation of collections
- Using OMCA's Collection Plan, monitor sales and auctions for relevant material, develop and steward relationships with collectors and donors, collect objects and ephemera that

related to significant current events in Oakland and the Bay Area, steward collection items and donor relations through the acquisition process

- Conduct research and stay abreast of recent scholarship in California history and art to inform programs and collection development, track contemporary issues that affect our community
- Develop, negotiate, and monitor professional services contracts

EXPERIENCE

A combination of experience and education that demonstrates possession of the necessary knowledge and abilities for this position is required as noted:

- Ability to display and encourage visitor and internal customer service, take and share responsibility and treat others with respect
- Master's degree in relevant field or related experience required
- Minimum 2 years of demonstrated experience originating and developing exhibitions with sound scholarship and broad community relevance and appeal
- Demonstrated experience with collection development and research
- Experience taking a leadership role in project teams
- Advanced knowledge of California art and history
- Broad knowledge of current trends and issues in curatorship, exhibition development and community engagement
- Basic understanding of fundraising techniques, grant application procedures, and funding sources
- Superior communication and presentation skills
- Understanding of Museum ethics and standards for collections management and conservation
- English, fluent in both spoken and written form; a second language (particularly Spanish or Mandarin) desirable
- Proficiency with MS Office suite; collection databases

WORK ENVIRONMENT AND PHYSICAL REQUIREMENTS

While performing the duties of this position, the employee is frequently exposed to the following:

- Noise, such as groups of people working in enclosed areas
- Typical office environment

EEO STATEMENT

The Oakland Museum of California is dedicated to diversity, inclusion, accessibility and equity. We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to age, race, color, religion, sexual orientation, gender identity, national origin, ability/disability status, protected veteran status, or any other characteristic protected by law. We highly encourage our diverse community to apply for available employment, internship, fellowship and volunteer positions at the Museum, as we aim to ensure our staff reflects the diversity of our visitors and surrounding community.

To apply and obtain additional information regarding the Museum and the position, please visit: <https://careers-museumca.icims.com/jobs/1299/associate-curator-of-history-and-art/job>