

Assistant Curator / Curatorial Assistant

(Candidates with less experience may be considered for the post of **Curatorial Assistant**)

About the post

Reporting to the Director of Textile Programmes and the Curator, the Assistant Curator / Curatorial Assistant will assist in researching topics on textile industry heritage, contemporary art and design and realising and producing diverse CHAT's curatorial programmes including contemporary art and design exhibitions, symposiums, workshops and commissioned works that are related to CHAT's mission.

Main Duties

Assistant Curator / Curatorial assistant will be expected to:

- Assist in research to support curatorial programme (exhibitions, learning programmes, workshops) in terms of textile and contemporary art history.
- Performing multiple administrative tasks related to curatorial programmes.
- Liaise with artists and external parties to produce art works and exhibitions.
- Co-ordinate, assist and work closely with the curator of each allocated exhibition, to develop the object list, confirm loans, edit and proof-read all gallery text and label copy, press releases, gallery guides etc. when required.
- Support the Curatorial team to liaise closely with all venues on the practical arrangements for each allocated exhibition, including: design liaison, loan negotiation and agreements, condition checking, packing, transport, indemnity and insurance, couriers and installation.
- Participate in curatorial discussions in updating exhibitions in coming years.

You should have/be

- Master's Degree in art history, curatorial studies, history, museology, comparative literature, cultural or visual arts studies or related discipline.
- Demonstrate sufficient knowledge on contemporary art and design
- Minimum 5 years of relevant experience in cultural sectors. (For Curatorial Assistant, minimum 3 years of relevant experience is required)
- Strong interest in CHAT's mission and programmes
- Passionate about working for an arts and cultural organization to realize your research ideas into dynamic exhibitions and learning content.
- Enthusiastic, proactive individual with creative energy and self-initiative.
- People oriented and strong team player.
- Flexible and willing to work overtime and weekends at times, especially during peak seasons in preparation for exhibition openings.
- Excellent verbal and writing communication skill in both English and Cantonese

TO APPLY FOR THIS POSITION

Qualified candidates should email their cover letter, CV, expected salary and names of 2 references with contact information to hr@mill6chat.org.

*The information provided will be kept confidential and used for recruitment purposes only. Applicants not contacted within **six weeks** may consider their applications unsuccessful.*