

Recruitment

Director of Exhibitions

Salary: c. £50,000, according to experience.

Reporting to: Director, V&A Dundee.

The organisation

V&A Museum of Design Dundee will be the first purpose-built design museum in the UK outside London, working to develop understanding of design's vital place in our lives. The new museum will help to celebrate Scotland's importance in design and host major exhibitions of outstanding international design that will appeal to the widest public audience and develop understanding of our own and others' cultural heritage. V&A Dundee will make a national contribution by helping to develop a greater focus on the value of design and innovation, showcase international design, and provide opportunities for future design talent. Fundamental to our purpose is fostering relationships between creative design, business and enterprise.

Background

The opportunity to develop a new museum of design at the heart of the transformative Dundee waterfront development and in partnership with the world-renowned Victoria and Albert Museum was first identified in 2007. A charitable company, Design Dundee Ltd, was established in 2010 by the founding partners (the V&A, Dundee City Council, University of Dundee, Abertay University and Scottish Enterprise), to lead the development of V&A Dundee and its operation once constructed.

The delivery of V&A Dundee is now at an advanced stage: the Kengo Kuma-designed building is now well under construction, due to be completed and open to the public in 2018; capital, development and revenue commitments have been made by Scottish Government, Heritage Lottery Fund, UK Government, Creative Scotland, founding partners and a wide range of donors, ensuring the project's long-term sustainability; the recruitment of an expert, dedicated staff is well underway, as is a local and national pre-opening programme of activities, promoting understanding of V&A Dundee and creating opportunities for the public to get involved.

Purpose of the Post

The Director of Exhibitions will be a member of V&A Dundee's Senior Management Team, reporting directly to and working closely with the Director of V&A Dundee. Along with other department heads, the post-holder will be vital to the overall delivery of V&A Dundee itself, contributing to the new organisation's strategic direction and management. Key to the success of the Exhibitions programme will be a close working relationship with colleagues at the V&A in London.

At the heart of V&A Dundee is its mission to enrich lives through inspiring people and promoting their understanding of design. The Director of Exhibitions will play a fundamental role in this, through the development and implementation of a programme that excites and inspires a wide range of audiences. The successful candidate will be expected to represent V&A Dundee publicly, giving talks about its exhibitions and displays and on the project more widely. It will be desirable for the post-holder to hold a specialist interest in an area of design and make a wider contribution to the understanding of design through this. Included in their responsibilities will be the leadership of research for V&A Dundee.

As a department head, the Director of Exhibitions principal responsibility will be –

- leading the development, planning and implementation of the new museum's programme of temporary exhibitions
- leading the realisation and future renewal of the permanent Scottish Design Galleries

The role of Director of Exhibitions will be a demanding, dynamic and highly rewarding post. The successful candidate will play a central role in contributing to the realisation and future success of one of the UK's most exciting new cultural organisations.

Main Tasks and Responsibilities

1. Work with the Director and other colleagues across the organisation to help steer the V&A Dundee project to fruition.
2. Develop a detailed strategy for V&A Dundee's programme of temporary exhibitions in response to the museum's mission, vision, values and strategic objectives, ensuring this is aligned with its broader public programme and audience plans, and supports visitor and income forecasts.
3. Play a key role in the realisation of the museum's permanent Scottish Design Galleries, taking the lead responsibility for the practical implementation of these, working closely with the Scottish Design Galleries project team, Capital and FF&E Project Manager and loans and exhibitions departments at the V&A in London.
4. Take responsibility for developing a research programme for V&A Dundee which directly supports our work. This will be developed with our stakeholders and partners, in particular the founding partners of V&A, University of Dundee and Abertay University.
5. Lead the organisation and implementation of V&A Dundee's programme of temporary exhibitions and displays originated by the V&A in London, working closely with Exhibitions Department colleagues there.
6. Develop proposals for a programme of temporary exhibitions and displays initiated by V&A Dundee itself and lead their implementation. Where appropriate and as required, this may include the employment of contributing experts and the commissioning and oversight of associated publications. Where practicably possible and desirable, through a network of national and international contacts, take forward the touring of V&A Dundee exhibitions to other national and international venues, according to the museum's broader strategic aims.
7. Work closely with Audiences & Media and Learning & Innovation colleagues to ensure the exhibitions and displays programme is in all of its aspects (in particular in the areas of interpretation, access, digital and marketing) developed in respect to V&A Dundee's audiences and has a distinct V&A Dundee voice.

8. Work closely with Learning & Innovation colleagues and external partners, leading the development of a series of small-scale exhibitions showcasing the museum's learning and innovation work and other design-related subjects.
9. Work closely with Development colleagues, contributing to funding proposals in support of the Exhibitions programme.
10. Lead the practical planning of the exhibitions programme, taking into account all practical considerations (including commissioning of exhibition designers, budgeting, resourcing, procurement and time-tabling).
11. Take forward the recruitment of the Exhibitions team, leading the planning of their work and their professional development.
12. Contribute to readying the museum for opening, in particular the development of the Fittings, Furniture and Equipment project for V&A Dundee, which includes the fitting-out of the exhibition galleries and back-of-house preparation spaces.
13. Contribute to the development of digital/AV content across V&A Dundee, leading on the development of collections content relating to permanent and temporary exhibitions as well as research.
14. Lead on the development of collections/object/loan management procedures in consultation with colleagues at the V&A in London and as part of the development of IT systems for the new museum.
15. Take forward the registration of the new museum with the appropriate national bodies, to ensure V&A Dundee is able to use Government Indemnity arrangements for the loan of objects.
16. Act as an advocate and ambassador for V&A Dundee and contribute to wider debate on design and its relevance.
17. Carry out other reasonable duties as the project develops.

Person Specification

Essential

1. A degree and preferably post-graduate degree in Design, History of Design, Art History or a similar discipline related to art and design.
2. Proven experience in the development of exhibitions that combine original thinking, thorough research and an authoritative viewpoint, that meet and surpass audience expectations, interests and needs.
3. Proven experience in developing audience-focussed exhibitions that contribute to audience development objectives, visitor and income forecasts.
4. Proven experience in the project management of object-based museum/gallery exhibitions of the highest possible standard, from early stage to completion, and as part of wider tours, including experience of working with collections management systems.
5. Ability to work simultaneously on numerous different types of projects, balancing the organisation's wider needs with essential details.
6. Substantial experience of managing and developing staff, project team leadership, and commissioning expert freelance staff, from the academic to the technical.

Desirable

1. Experience of complex partnership working with organisations of differing cultures.
2. Experience of resource and budgetary planning with demonstrable evidence of budget monitoring and management.
3. An excellent understanding of the UK and international museum scene, with a good individual network of contacts.
4. Experience of preparing and negotiating contracts and procurement processes.
5. Understanding of registrar, insurance, transportation, conservation, object-handling requirements and responsibilities.

Personal

Excellent diplomacy and negotiation skills, with an ability to work calmly under pressure and to tight deadlines.

Outstanding written and verbal communication and numeracy skills.

Department Structure

The Director of Exhibitions reports to the Director of V&A Dundee and is one of five heads of department (Operations, Learning & Innovation, Exhibitions, Audiences & Media, and Development). The Director of Exhibitions will be responsible for a team comprising two Exhibition Curators (one through secondment from the University of Dundee), one Assistant Curator, and two technicians (one through secondment from Abertay University) and Gallery staff. The curatorial development of the Scottish Design Galleries is being led by the V&A's Deputy Head of Research, and coordinated by a Project Coordinator.

Further Details

Contract

Permanent, subject to six months probationary period.

Salary

c.£50,000, according to experience. Future increments will be in accordance with V&A Dundee's pay agreements.

Place of work

The post will be based at V&A Dundee's project offices at Enterprise House, 3 Greenmarket, Dundee, DD1 4QB.

Working hours

The core working hours at V&A Dundee are 9.00am-5.30pm, Monday – Friday (37.5 hours). V&A Dundee operates flexi-time and time off in lieu policies.

Flexibility

To deliver services effectively, a degree of flexibility is needed and willingness to work non-traditional hours as the project demands. The post-holder may be required to deliver tasks not specifically referred to above.

How to apply

Applications comprising a letter describing the applicant's interest in the post and their relevant experience comprising **no more than two A4 pages**, together with a supporting CV including the names of two referees, should be sent to ashley.ryce@vandadundee.org

Deadline for applications: no later than **9.00 am, Friday, 1 July 2016.**

V&A Museum of Design Dundee is committed to equal opportunities and welcomes applications from all sections of the community.

Interview

Interviews will be held in Dundee on **Friday, 22 July 2016.** Candidates for interview will be notified by **Wednesday, 6 July 2016.**