

VILLAGE OF FRIENDSHIP HEIGHTS

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VILLAGE COUNCIL

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Village Seeks Art Curator for Friendship Gallery

The Village of Friendship Heights is seeking an Art Curator to coordinate art shows for the Friendship Gallery at the Friendship Heights Village Center. This is a part-time, independent contractor position with a pay range of \$500-600 per month, depending on qualifications. Applicants must have a strong knowledge of diverse studio art practices with gallery, preparatory, handling, and installation experience.

Responsibilities:

To curate visual art exhibitions and public programming activities at the Friendship Heights Village Center. Activities include, but are not limited to the following:

- Recruit new artists and guest curators for exhibition proposals.
- Develop concepts for exhibitions and provide written proposals with examples of artwork.
- Develop necessary relationships with artists and encourage their participation in exhibitions.
- Perform installation and deinstallation duties related to all curated and juried exhibitions, including artwork, labels, price lists, and artist bios.
- Coordinate pick up and drop off of all work related to the exhibitions and communications with artists and Village Center staff.
- Assist with the recruitment of volunteers when necessary.
- Assist with the promotion of exhibitions, outreach, and social media.
- Assist with hospitality for openings, talks, and special events, and attend gallery events and openings.
- Draft articles for exhibition promotion.
- Collaborate with program staff to develop art-related classes, workshops and talks.

Send resume to Julian P. Mansfield, Village Manager, jmansfield@friendshipheightsmd.gov, 4433 South Park Avenue, Chevy Chase, Maryland 20815.