



Date Approved by CEO	May 2026
Reviewed By	Nancy Noble
Date Reviewed by Union	N/A – Exempt position

Job Title	<i>Chief Curator and Director of Exhibitions and Programs</i>
Reports To	<i>Director/CEO</i>
Work Setting	<i>Full-time, 35 hours per week; generally, Monday to Friday, with evening and weekend work as required</i>
Remuneration	<i>Exempt Position</i>

Position Summary

The Chief Curator and Director of Exhibitions and Programs (Chief Curator) is a member of the Art Gallery of Greater Victoria (AGGV)’s senior management team. They provide leadership and vision for the Gallery’s artistic programming, including exhibitions, programs, collections development, overseeing staff, managing budgets, and engaging artists, members, donors, collectors, the public, and academic communities. The Chief Curator assists in setting and delivering the AGGV’s vision and strategic direction.

Duties and Responsibilities

Vision, Leadership and Community - 25%

- Leads the Curatorial and Programs Department to envision, develop, and implement a curatorial and programming strategy that meets the mission and vision of the Gallery and serves the community.
- Plans and manages the delivery of curatorial programs to make the AGGV collections and exhibitions relevant and accessible to the public and partners including artists, scholars, collectors, donors, and members of the AGGV.
- Leads discussions within the organization on curatorial and programming considerations and issues which guide approaches to exhibiting, collecting and programs.
- Acts as a catalyst for philanthropic growth by championing the Gallery’s mission in the community. Through intentional presence at public functions and Gallery programs, this role fosters an environment of trust and inspiration that encourages community investment and deepens donor stewardship.
- Leverages high-profile speaking engagements and professional conferences to cultivate prospective donors, strengthen existing partnerships, and articulate the Gallery’s case for support to diverse audiences.
- Participates with senior leadership in the development of long-term strategies for the Gallery to ensure the fulfillment of the mandate and mission as outlined in the Strategic Plan and through the AGGV’s annual Business Plans.

- Supports the Director/CEO through participation in Board meetings and Board Committee meetings.
- Provides essential operational assistance to the development team in securing diverse funding streams for programming. This role executes logistical goals while cultivating relationships with key collectors and long-term donors. The ability to remain composed when facing demanding or critical constituents is essential.
- Ensures that curatorial practices and exhibition planning respect Indigenous cultural protocols and align with the principles of the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP).

Exhibitions Planning and Management - 40%

- Leads the Curatorial and Programs Department in the planning and delivery of exhibitions and programs. This includes setting work plans, timelines, and deliverables for internal staff and external contractors, setting and managing relevant budgets, and providing support and leadership to the team.
- Develops short and long-term plans for exhibitions with artists, curators, guest curators, other relevant staff, and community collaborators and includes a rationale and business case to support significant exhibition initiatives. These plans should foster diverse perspectives with the artists and the art presented.
- Curates original exhibitions (temporary and permanent) including research, developing concept and content, identifying relevant works of art, and securing loans when necessary, writing original text, working with designers and preparatory staff through installations and supervises preparation for exhibition and related materials including publications.
- Works in partnership with other organizations to jointly curate and present exhibitions.
- Prepares appropriate materials for marketing and communications and participates in media interviews related to exhibitions as required.
- Works with members of the Curatorial and Programs Department to develop and see the delivery of general Gallery and specific exhibition engagement programs.

Collections Development - 20%

- Responsible for the development of the Gallery's collection including a comprehensive collections plan that articulates strategic collecting priorities, including areas for growth, under-represented artists for consideration, and areas within the existing collection to be considered for deaccession in keeping with the vision, mission, and values of the AGGV.
- Manages relationships with collectors and potential collectors to grow the AGGV's collection based on the curatorial vision and collection plans.
- Is an active curatorial scholar, with demonstratable and continuously developing specialized knowledge in a collecting area that is relevant to the AGGV.
- Oversees the acquisition and deaccessioning process including liaising with the Chair of the Works of Art Committee and staff from the Collections Department to manage the content of the permanent collection.

Administration - 15%

- Manages and supports the staff of the Curatorial and Programs Department by engaging them through active listening, performance evaluation, recognition, and planning while fostering a culture of employee involvement and a positive work environment.
- Oversees and participates in recruitment of staff as required.
- Manages the Curatorial and Program Department's participation and takes part in the writing of applications to secure key funding from private and public sources.
- Manages the Curatorial and Program Department budget including developing annual and special project budgets.
- Creates reports for the CEO, the Director of Finance & Administration, and external funding supporters, as required.
- Other related duties as required

Communications & Reporting

INTERNAL

- Reports to the Director/CEO.
- Is a member of the Senior Management team
- Liaises with all Department Directors and Managers as required.
- Works closely with the Director of Collections & Facilities to manage the stewardship and care of the AGGV Collections.
- Liaises with the AGGV Board and Board committee members.
- Works closely with the Marketing and Development Department to develop relationships with key development partners and potential partners.
- Supervises and supports Department staff as well as contract staff including artists, guest curators, conservators, designers, editors, and others.

EXTERNAL

- Develops relationships and liaises with artists, curators, collectors, donors, educators, scholars, community organizations, and other relevant colleagues.
- Communicates with the media as appropriate.
- Takes a leadership role on behalf of the AGGV in public relations regarding all curatorial functions including forging links with other professionals provincially, nationally, and internationally.
- Plays a key role in supporting the CEO and the Marketing and Development Department to identify and develop relationships with donors and potential donors that can help fulfill the future ambitions of the AGGV.

Qualifications, Experience & Education

- MFA or MA in art history, art education, curatorial studies, museum studies, visual art, or other relevant discipline.

- A minimum of seven (7) years of progressive experience in the areas of curatorial, exhibition planning, and programs implementation with knowledge of collections care.
- Specialized curatorial knowledge in at least one area of the Gallery's collecting interest with a good reputation in their field.
- Five (5) to seven (7) years administrative, managerial, financial, and organizational experience, preferably in a unionized environment with a proven track record in managing and mentoring a team in a fast-paced, visitor-centered environment.
- Knowledge of current art practice, issues, and scholarship.
- Creative and strategic thinker with proven project management experience.
- Strong interpersonal and communication skills with the ability to collaborate effectively with a wide range of audiences including staff, volunteers, artists, funders, sponsors, members, the public, and other constituencies.
- Demonstrated commitment to the values of diversity, inclusion, and public-centered engagement strategies and experience effectively working with a diverse group of staff, artists, and community members.
- Experience engaging respectfully with Indigenous communities and applying cultural protocols in collections, exhibitions, and public programming.
- Knowledge of MS Office Products

Working Conditions

- May be required to travel for work. Some travel may include evenings and weekends, as determined by exhibition schedules or AGGV direction.
- A Driver's License is preferred.
- This is a senior management position and is therefore exempt from the overtime provisions of the BC Employment Standards Act. The role requires occasional evening and weekend work to support exhibitions, events, and other operational needs, and flexibility in scheduling is expected to accommodate these requirements.