

Call for applications: **Curator (m/f/d)**
Full-time (40 hours per week), limited to 24 months

Term: **May 1, 2025 - April 30, 2027**
Application deadline: **March 16, 2025**

KW Institute for Contemporary Art is dedicated to the production, presentation and mediation of contemporary art in order to address central issues of our time. Through exhibitions and a wide variety of event formats, KW constantly addresses current trends in national and international contemporary art and cultural discourse and actively develops them further in collaboration with artists, institutions and through commissioned works. KW does not have its own collection, which allows the KW team a high degree of flexibility in designing programs and addressing the public.

KW Institute for Contemporary Art is seeking an experienced Curator to lead the curatorial department and work closely with the Director in the conceptualizing and executing the artistic program. The Curator will play a pivotal role in shaping KW.

As a head-level position, the Curator will manage all aspects of the curatorial department's operations, including exhibitions, commissions, research, and public engagement. They will also be a good administrator and manager, working across departmentally to set timelines, adhere to deadlines, and manage budgets. Fundraising is a key part of the role, ensuring the financial viability of the institution. They will also act as a key spokesperson for KW, cultivating relationships with artists, institutions, donors, and the broader art world. This role requiring a combination of creativity, leadership, and strategic planning to continue KW's impact locally and internationally.

Key Responsibilities

Program Development and Delivery:

- Collaborate with the Director to research, develop and implement an exhibition program that reflects KW's mission
- Ideating, curating and overseeing exhibitions, new commissions, live programs and public programs
- Establish long-term strategic plans for artistic content, integrating topics such as environmental issues, sustainability, technology and social realities
- Good knowledge of transdisciplinary practices and performances
- Interest in collaborating with local productions and artist residencies
- Ensuring programmatic coherence between research, exhibitions, digital initiatives and publications
- Developing and maintaining relationships with local and international partners, institutions and research networks to promote the exchange of knowledge and touring exhibitions

Leadership, Management and Administration:

- Management of the curatorial department
- Fostering a collaborative and inspiring work environment, mentoring team members and promoting professional growth
- Overseeing all aspects of the implementation of the artistic program, from planning, budgeting, commissioning to the implementation of all curatorial projects
- Managing internal workflows and interdepartmental communication
- Coordination and review of all information about the artistic program and its timely communication
- Coordination and review of the creation and preparation of all exhibition materials such as labels, publications, press and transport in close cooperation with the respective departments
- Management of artists' contracts
- Assisting the Press and Public Relations Department with regard to all press-relevant information on the exhibition program; responsible cooperation in the realization of the various projects, including supervision of new productions and support for artists' travels
- Collaboration in the organization of transport, insurance and loan contracts
- Participation in all preparatory and accompanying events at KW
- Support with final project reporting and financial reconciliation

Fundraising and strategic partnerships:

- Securing funding for exhibitions and projects through grants, sponsorship and partnerships in collaboration with the Director
- Maintaining relationships with patrons, collectors and art and cultural organizations to support KW's artistic initiatives
- Managing and submitting funding applications and ensuring alignment with institutional goals

Publications and research:

- Conceptualization and Editing of publications on exhibitions and commissioned works
- Writing texts for exhibition and event formats in coordination with the press department
- Development of KW's publication strategy, integrating high-quality scientific findings with accessibility for a broad audience

Operational and logistical overview:

- Support in budget development and coordination with Production Management/Controlling and Administration
- Support and, if necessary, supervision of the logistical aspects of exhibition production

Audience and community engagement:

- Strengthening KW's role as an interdisciplinary platform for cultural and social engagement
- Supporting KW's commitment to inclusion, accessibility, diversity and social engagement through reflective program design and communication
- Work with the education team to ensure the relevance of the program for diverse target groups of different ages

- Representation of KW to the media, sponsors and the public, provision of guided tours, presentations and insights into curatorial content

Your qualifications:

- Successfully completed academic university degree (Master's or doctorate) in fine arts, art history or a related field with proven research skills
- At least five years of professional experience in contemporary art institutions with escalating responsibility
- Proven success in the development and implementation of major international projects and new productions
- Strong record of interdepartmental management, creating and monitoring deadlines and budgets
- Comprehensive knowledge of contemporary art from a transnational and transdisciplinary perspective
- Proven ability to engage diverse audiences and foster active participation in the arts
- Sound, practical experience in team leadership, budget management and strategic planning
- Proven success in fundraising through grants, cooperation funding and individuals
- Fluent and confident German and English language skills

Key features and competencies:

- **Visionary thinking:** Ability to develop and implement innovative approaches for exhibitions and programs
- **Fundraising and budget management:** Excellent fundraising and management skills
- **Collaboration:** Strong interpersonal skills to build relationships across departments, with artists and external partners
- **Adaptability:** Open to new ideas and methods with the ability to navigate current challenges and institutional changes
- **Communication:** Excellent verbal and written skills, with significant public speaking and publication experience
- **Integrity:** High level of professionalism and respect within the arts and culture community

We offer:

- An interesting job in an internationally connected institution
- Management of a committed, creative team
- Remuneration based on TV-L EG 13
- a diverse, appreciative and collegial working environment
- Possibility of mobile working and flexible working hours
- Subsidy for the Deutschlandticket Job

Your application:

Applications can be **submitted until March 16, 2025**. Summarize your application documents (letter of motivation, relevant certificates, CV and work samples from the above-mentioned areas of responsibility) in a PDF file (10 MB max.) and send it electronically to: bewerbung@kw-berlin.de. We reserve the right to issue invitations to interviews before the application deadline if necessary.

The interviews are expected to take place on site in calendar week 14/15. Costs incurred during the selection process cannot be reimbursed.

It is KUNST-WERKE BERLIN e. V.'s aim to reflect society in all its diversity, to allow it to participate and be involved. In order to do justice to this claim and to anchor aspects of diversity and inclusion in a sustainable structural manner, KUNST-WERKE BERLIN e. V. is undergoing a diversity-oriented and anti-discriminatory organizational development. There is a working group that is providing intensive support for this process; we are offering regular training for the team and are working on forming a confidential counsel. A Code of Conduct was established to guide behaviour of staff, collaborators and visitors in all interactions, activities and events, both on and off our premises.

We also strive to reflect social diversity in our team and therefore particularly welcome applications from people with experience of discrimination and marginalization (e.g. people with experience of racism, people with disabilities, LGBTIQ+). The selection procedure follows the provisions of the General Act on Equal Treatment (AGG).

We endeavor to remove barriers in our building as far as possible within the framework of the possibilities set by the preservation order in order to ensure equal participation and access for all. Unfortunately, most of our building is not accessible without stairs. We are happy to talk to you about what needs there are and if/how we can meet them. If you have any questions about the position or accessibility, please contact Saskia Tritto at: bewerbung@kw-berlin.de.

We look forward to receiving your application!