



Call for Public Art Gallery Curator

The South Burlington Public Art Committee (SBPAC) of South Burlington, Vermont is seeking a Curator for the City of South Burlington [Public Art Gallery](#) located in the South Burlington Public Library and City Hall building at 180 Market Street. The gallery opened in July 2021, mounting its first exhibition in August 2021.

The SBPAC is interested in appointing a Curator for one year, resulting in a minimum of four and a maximum of six exhibitions spaced roughly 3 months apart. Appointments may be extended at the discretion of the Committee.

The Gallery is located on the ground floor along a hallway that bisects the building in an L, connecting the lobby entrance to the Public Library, auditorium, Senior Center, Clerk's Office and public restrooms. The L shaped halls extend from the main Lobby in [this diagram](#).

The Curator will organize an exhibition schedule that will present quality creative work of local and regional artists as well as student artists appropriate for this public space. The current curator has coordinated with the school district for an annual June/July show.

The appointment is unpaid; however, the City provides an annual \$5,000 honorarium paid in installments.

Timeline:

Call Posted:	January 22, 2024
Letter of Interest due:	Friday, February 16, 2:00 PM
Appointment:	April 2024
First Show Approved:	May/June, 2024
First Show mounted:	End of July 2024

Public Art Committee Expectations:

The Curator shall issue a competitive public call to artists; evaluate the responses; propose a collection of artists or single artist for each exhibit in accordance with the City's adopted [Gallery Policy](#). The curator will plan exhibits to fill a 12-month calendar with a minimum of four and a maximum of six exhibits. The Curator shall present for approval by the SBPAC, a brief statement of purpose for each exhibition and a description (both visual and verbal) of the proposed work to be exhibited.

The Curator will represent the City and be responsible for all communications, contracts (in coordination with City Staff), and otherwise work with individual artists.

The Curator will be responsible for coordinating the hanging of the artists' work (using City provided rail and hook/wire system); providing guidelines for labeling, and designing, mounting and installing all the signage for the exhibit; coordinating with the artist(s) to take down the show and remove all signage, and ensure the general condition of the gallery is maintained in good order during these processes.

The Curator will also be responsible for producing an outreach plan (with the Artist and the City), outreach collateral, such as press release copy, social media cards or a postcard design that will be publishable for marketing purposes, and supervising all exhibit events. Physical card printing and mailings would be dependent upon show sponsorship/the artist for funding.

The Curator will ensure that prices are not visible on the artwork; the artist, if the artist so chooses, may have a method that makes pricing and direct contact with the artist accessible such as within the gallery binder, price sheet, or QR codes.

Expressions of Interest

Please submit the following information to [Ilona Blanchard](#) Attn: South Burlington Public Art Committee – Curator Appointment via e-mail or mail to City of South Burlington, 180 Market Street, South Burlington, VT 05403:

1. Letter of interest
2. Resume/CV including:
 - Education
 - Curating experience or other experience supporting this appointment;
 - Other relevant qualifications such as bibliography of articles written, grants received and/or awards
3. A one-page writing sample such as a press release

All submissions for the Curator position will be reviewed by the SBPAC. Finalists will be interviewed by the committee. All applicants will be contacted concerning the appointment decision.

We welcome all persons, regardless of race, color, religion, national origin, sex, gender identity or expression, age, or physical and/or mental capabilities, to apply for the position as the Art Gallery Curator.