

## Academic/Art historian

- Diving into the history of art and artists from around the world
- Researching the art and ideas of a particular time and place
- Analysing the meaning of art
- Communicating exciting new discoveries through writing and teaching

## Bookshop Manager

- Reflecting the latest in art and ideas from around the world
- Finding the right books to complement an exhibition
- Commissioning or finding exciting merchandise
- Combining intellectual rigour with commercial viability

## Curator

- Choosing art to make solo, group or story telling exhibitions in non-commercial spaces such as public galleries and museums
- Working with artists to create new works which can be indoor or outdoor
- Supervising the organisation and costs
- Championing art by writing, lecturing and fundraising

## Archivist

- Being a detective
- Researching past artists, movements, exhibitions
- Looking after documents
- Making history come alive through publications, shows and films

## Caterer

- Offering an attractive space for visitors to relax, meet and eat
- Creating appetising menus
- Sourcing great food, drink and the right chef
- Hosting any occasion from an intimate lunch to a very cool party

## Dealer

- Promoting and selling works by artists from the past and the present
- Having a gallery in which to present selling exhibitions
- Making relations with and advising collectors on buying works
- Representing artists' interests

## Artist

- Considering the world and our place in it
- Finding an aesthetic form with which to express thoughts and emotions
- Developing crafts and techniques with which to deliver the vision
- Communicating the vision with a public

## Conservator

- Understanding what art works are made of
- Analysing the chemistry of paper, paint, ink; wood, stone, plastic and metal; or film and digital technology
- Researching the time in which a work of art was made and artist's intentions
- Looking after works of art and restoring damaged ones

## Designer

- Giving an organisation a brand
- Creating captivating graphics to tell the story of art
- Designing leaflets, posters, books, adverts, information panels and digital platforms
- Working with curators, artists and printers to get the message right

## Art Installer/ Technician

- Building elegant exhibition spaces that are secure, safe and exciting to visit
- Unpacking and packing works of art so that they survive any journey
- Creating frames, display cases and exhibition furniture
- Installing, lighting and photographing art so that the artist or collector is happy

## Critic

- Looking hard at works of art
- Thinking about what they mean and assessing their success
- Telling the world your interpretation
- Championing art by writing or broadcasting

## Director

- Creating policies and programmes that celebrate art and artists
- Running a gallery or museum building
- Buying works of art to create a collection
- Finding and looking after exhibitors, staff, finances, donors, press and the public

## Editor

- Commissioning writers, designers, printers and photographers to interpret and document works of art
- Working with authors to help them produce great writing
- Obtaining and protecting copyright
- Translating texts and images into magazines, books and catalogues

## Finance Officer

- Managing the costs of putting on a programme
- Looking after people's salaries
- Managing the costs of running a building
- Reporting and forecasting income and expenses

## Marketing & Media Relations

- Telling the world how great art is
- Meeting with press, arranging interviews, previews and reviews
- Devising publicity campaigns
- Creating and building audiences

## Education Curator

- Working with people of all ages and backgrounds to engage with art and to be creative
- Finding new ways of interpreting art and overcoming barriers to involvement
- Collaborating with artists, academics, critics, film-makers, poets and performers to stage workshops, talks, screenings and live performances
- Organising people, spaces and resources

## Front of House Manager

- Being an ambassador for an organisation and looking after its public
- Making sure that a building is welcoming, safe and looking fabulous
- Supervising box office staff and guards
- Knowing what to do in any emergency

## Operations Director

- Making buildings safe, economic and eco-friendly
- Understanding engineering, architecture, computer technologies
- Commissioning technical specialists
- Understanding legal obligations for public buildings

## Event Planner

- Organising art world talks, tours, award ceremonies, parties and social events
- Creating memorable events
- Identifying and reaching out to interesting people
- Managing logistics of planning, catering and stage craft

## Fund Raiser

- Figuring out if a person, a government, a business or a charity might give financial support to an exhibition or project
- Finding out what they are interested in and creating partnerships
- Looking after donors and making sure they are properly thanked
- Organising events to make funders feel involved and excited

## Publisher

- Making books and catalogues that will be fascinating to read and to look at
- Working with artists, collectors, writers, researchers, designers and printers
- Managing costs and making money
- Publicising and distributing books to get the most readers

## Exhibition Organiser

- Working with artists and curators to borrow, transport, insure, install and document works of art
- Looking after works of art in collections
- Liaising with artists, collectors, technicians, suppliers, authors, publishers
- Organising touring exhibitions

## Managing Director

- Managing budgets for programmes, paying staff and running a building
- Looking after the way an organisation is governed
- Creating a great working environment
- Making sure that an organisation meets its legal obligations

