Job Classification Specification

Curator

Classification Description (Same as existing class spec):

The curator is responsible for the development, cataloguing, and maintenance of collections for study, research, and display; for developing systems for access to the collection, and for developing public awareness of the collection and its value. S/he may be responsible for interpreting a collection to other scholars, students, or the public, and/or for the preservation of the collection. The curator formulates short-term and long-range plans and goals for the collection’s development and use. The curator may supervise associate and/or assistant curators, work with librarians and/or scholars and/or the public in developing a collection which is both of value and accessible.

Responsibilities: (representative listing) Formulates short-term and long range goals. Directs development of collection and the maintenance and cataloguing of that collection. Disseminate research and information about holdings through scholarship and publication, and to a broader audience through developing and/or participating in educational and outreach programs through the university or other agencies. Interprets the collection to other scholars, students, or the public. Responsible for preservation of the collection. May supervise associate and assistant curators, as well as other staff. May perform operational and/or administrative functions. Continues professional development and contributions to the field. Maintains current knowledge of developments within the field.

Required Qualifications
Degree and/or credentials: Advanced degree required. Terminal degree preferred and may be required.

Experience: Significant experience with substantial track record in a curatorial or closely related position.