



PHM JOB DESCRIPTION:

CURATOR OF COLLECTIONS

Position Summary

The Curator of Collections is a collaborative and resourceful team member with proficiency in the care, management, and exhibition of significant collections, and extensive knowledge of early New England material culture and history. The Curator is a senior staff position, participating in planning and implementing institutional goals, representing the museum and engaging diverse museum constituencies positively and effectively, and actively supporting the museum's growth and advancement.

Essential Duties and Responsibilities

The Curator of Collections oversees the management and care of the Society's collections and archives; curates and coordinates creative and intellectually stimulating exhibitions, working with senior staff on design and planning; produces scholarly content for publication and programs; leads gallery tours; assists with volunteer training in the collection; develops and oversees a vigorous curatorial internship program; creates, executes, and evaluates innovative workshops, lectures, and programs for the public; and is responsible for providing the highest standard of stewardship for the museum collection.

Qualification Requirements:

Master's Degree in Museum Studies, Material Culture or Conservation, Public History, or related field required; PhD preferable. Knowledge of colonial New England history and material culture essential. Minimum 3-5 years' experience working with collections in a curatorial or managerial role, with strong background in exhibit design and installation. Solid computer skills and digital photography experience required. Professional experience with Excel required; Photoshop, Omeka, Past Perfect, RE:discovery and other software experience preferred. Skill in handling fragile works of art, the ability to safely lift 40 lbs., and weekend availability required.