

Museum Job Function

Curatorial Job Family

Level	Function/ Roles	Experience & Education (Minimum Required)	Duties and Responsibilities (Cumulative from level to level in each job family)	Impact/Scope	Supervision
57E	Curator Professional II	Master's degree in specialized area; PhD preferred 5+ years of related experience	<ul style="list-style-type: none"> • Supervises collection organization, storage, housing • Supervises management of electronic and paper collection records • Represents department in collection management database meetings • Contributes to the presentation of collections in galleries • Develops and presents public programs • Initiates and curates exhibitions • Conducts advanced collection research, including provenance research, for publication exhibition, presentation and database • Participates in decisions regarding loans, collection development, interpretation of museum policies, and maintenance of professional practices and standards • Participates in recommendations for object conservation 	<p>IMPACT Moderate impact on operations, resources, or University's reputation</p> <p>SCOPE Provides advanced curatorial work for a museum</p>	<p>RECEIVED: Under Limited Direction: Within this job, the incumbent performs regular assignments using own judgment. Determines methods and procedures on new projects. Held accountable for end results. Responsible for determining when supervisor or others should be consulted. Incumbents have discretion to make decisions within the scope of their responsibilities. Complex assignments are occasionally reviewed upon completion</p> <p>GIVEN: Individual Contributor: Works independently or as part of a team to achieve results.</p>

NOTE:

- 1) Individual positions will typically have most, but not necessarily all, of the Duties & Responsibilities listed
 - 2) Grade Recommendations based on comparative review/analysis of internal positions and external market data.
 - 3) E = exempt, N = non-exempt but outside HUCTION due to job content, grade and/or a Confidential / Supervisory exclusion
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