

Foster art and music in an enthusiastic small town setting! The David A. Howe Public Library sits in historic downtown Wellsville, NY. We're looking for a skilled curator and program manager to build and implement a cohesive arts initiative bringing musical, historical, and artistic offerings to our 300-seat auditorium and curating exhibits in the Howe Exhibition Space. This is a new position, and offers exciting opportunities for someone passionate about arts and cultural programming to bring their vision to the western New York region, developing an integrated yet varied series of arts and cultural programming to expand on the library's existing literary events, performances, and other programs.

The position of Public Programming and Exhibits Curator is full-time and includes benefits. We offer flexibility and an option for some remote work. Interested applicants should send resume, references and a letter of interest to Library Director Nic Gunning via email (Wellsville@STLS.org) or post (155 N. Main Street, Wellsville, NY, 14895)

Position Title	Public Programming and Exhibits Curator
Position Status	Full-time
Reports to	Library Director
Position Overview	<ul style="list-style-type: none"> • Develops, coordinates, and implements major programs (primarily in the Nancy Howe Auditorium) including concerts, lectures, films, and family and theater programs • Curates art and other displays in the Howe Gallery • Works to seek and write grants for continuous programs and physical upkeep of the Howe Auditorium and Howe Exhibition Space • Responsible for developing long-range and short-term plans Auditorium and Exhibition Space
Duties include, but are not limited to	<ul style="list-style-type: none"> • Bring vision and work with the Library Director to develop an ongoing program of performers, speakers, and artists to create a robust series of public programs in both the Auditorium and Exhibition Space throughout the year • Execute logistics of booking and liaising with performers, lecturers, authors, and artists, including managing the installation of artwork in the Exhibition Space • Develops and executes publicity / marketing for major library-sponsored programs, which may include social media, print media, radio spots, news media, <i>Howe Happenings</i> mailing, etc. • Schedules Auditorium technicians and self for adequate coverage of all programs, and operates the Auditorium engineer station (sound and light stations) as needed • Attends auditorium events as needed (requires some evening and weekend work hours) • Manages expenditures and budget for Auditorium and Exhibits program • Attends community and professional meetings as needed • Prepares program statistics and reports as requested
Required Skills and Abilities	<ul style="list-style-type: none"> • Ability to envision, plan, initiate, execute, and evaluate programs and exhibits • Appreciation for and familiarity with music, humanities, and performing arts • Strong public speaking and writing skills • Able to independently plan and execute programs, and comfortable working collaboratively and closely with a small team to develop and realize these programs • Ability to manage facility and programming in Auditorium and Howe Gallery • Excellent organizational skills • Facility in using marketing and office software.
Qualifications	<ul style="list-style-type: none"> • Preferred Bachelor's degree, likely but not necessarily in a humanities field, including but not limited to music, studio art, theater, performing arts, literature, art history, museum studies, etc. • Ideally 2-3 years' work experience in the arts and/or cultural programming