

TITLE: CURATOR,
SENIOR*

CODE: 30452

DEFINITION

This is advanced professional curatorial work in association with a state museum or historic site.

Work at this level differs from that of a Curator in that Senior Curators manage and supervise museum collections, exhibits, and historic restorations/recreations, or develop and supervise educational or interpretative programs for a museum or a historic site.

Work involves arranging, conducting, or developing museum or historic site preservation or educational/interpretive programs; planning, implementing, and supervising the management of museum collections, exhibits, and historic sites, or interpretative elements; performing original and complex research; and supervising volunteers, technicians, and other employees. An employee in this class organizes and implements programs and policies initiated by the department and supervisors; plans, assigns, supervises, and participates in accessioning, cataloging, preserving, and utilizing materials from museums and historic sites; and plans, designs, and supervises the construction, installation, care, and maintenance of exhibits or historic restorations/recreations. Employee works independently based on agency directives and plans, and work is reviewed by an administrative superior for compliance with policies and procedures.

EXAMPLES OF WORK PERFORMED (Any one position may not include all of the duties listed, nor do the examples cover all of the duties which may be performed.)

Organizes and implements programs and policies initiated by the department and museum or site director/manager.

Plans, assigns, supervises, and participates in accessioning, cataloging, interpreting, preserving, and utilizing collections from archaeological sites, museums, and historic sites.

Plans, designs, and supervises the construction, installation, care, and maintenance of exhibits, interpretive materials, and historic restorations/recreations; provides instruction in preparing and distributing loan, exhibits, and interpretive materials.

Plans and supervises the development of programs such as museum and site tours and outreach programs such as supplementary curriculum materials to involve schoolchildren and the public with the museum or historic site and its purpose or subject matter.

Coordinates programs to involve schoolchildren in historical research, interpretation, and museum techniques. Participates as a member of exhibit development team; develops explanatory texts and materials for exhibits or historic sites.

Develops orientation materials for visitors and instructional programs for educators and visitors in the use of original archival and artifactual materials; designs teacher-training programs on using museum, historic site, and archival materials to supplement established curricula related to the purpose and subject of the museum or historic site; serves as liaison to educational systems in the state.

Conducts or supervises the research connected with collections, exhibits, or historic sites for the management of holdings or the development of educational and interpretative programs.

Oversees small historic sites.

Supervises volunteers and other personnel engaged in museum or interpretive educational activities.

Speaks before historical, civic, educational, and other groups interested in the state museum and educational

programming.

Participates in grant application preparation for the museum or historic site.

Prepares reports and correspondence and maintains records.

Performs related work as assigned.

COMPENSABLE FACTORS (The following statements are provided in order to identify **compensable** factors. Minimum qualifications utilized for selection purposes will be determined as part of an examination job analysis procedure.)

Graduation from a four-year college or university with a bachelor's degree in Education, Museum Studies, Public history, History, Anthropology, Public Archaeology, Communication, American Studies, Interpretation, Recreation or Leisure Studies, Tourism, or a field appropriate to the specialty.

Considerable responsible experience in a museum or historic site or work in the field of specialization.

***OPTIONS**

003 Collections

Education/Interpretation

REVISED: 2/13/02