



Company Details Confidential



#JOB-2427583



The Dock, St George's Tce, Carrick-On-Shannon, Co. Leitrim, N41 T2X2



No of positions : 1



Paid Position



30 hours per week



31200.00-34000.00 Euro Annually



15/01/2026



12/02/2026

How to apply

Application Method :

Please apply to the vacancy by the following means:

Email : mary.conlon@leitrimcoco.ie



Open your camera app & point here to view this ad online



Curator

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

The Curator will programme 6-8 exhibitions by professional visual artists per year. Exhibitions are planned at least one year in advance, in line with our Strategic Plan and related policies, ensuring our programme is relevant to the socio-political and geographical context and resonates with our audiences and communities of place and interest. The Dock invites local, national and international artists to participate in the Exhibitions programme.

Key responsibilities:

Exhibitions:

- To research a clear and coherent framework for the Exhibitions programme
- To build relationships with professional artists, curators, galleries, and collections
- To curate the Exhibitions programme ensuring relevance to the local context
- To collate the promotional materials for the Exhibitions programme for dissemination in line with The Dock's communications plan
- To manage the logistics and technical requirements for the Exhibitions programme including arranging appropriate expertise and supports
- To manage the Exhibitions budget and prepare reports for funders and stakeholders

Communities:

- To prepare clear mediation materials, including press releases, audio description, social narrative, and other accessibility features as appropriate
- To develop related activities including talks, tours, and workshops with emphasis on The Dock's audience development and public engagement plans
- To collaborate with The Dock's creative team to undertake a review of the Communities programme and to co-design activities with communities of place and interest
- To develop partnerships with arts and non-arts organisations
- To select 4-6 community exhibitions for the Jury Room Café each year

Artists:

To manage The Dock's artists' studios

To develop The Dock's artist-led research and residency programme

To build relationships with and create opportunities for artists in Leitrim

To provide resources and supports for artists in Leitrim

To collaborate with The Dock's creative team on multi-disciplinary projects

Evaluation and Reporting:

To conduct surveys with artists and arts workers

To conduct surveys with audiences and visitors

To identify and contribute to funding opportunities

To report quarterly on budget and financial planning

To organise documentation and other evaluation tools for submission to funders (e.g. focus groups, audience demographic studies)

Required:

Masters in Exhibitions Studies or Curatorial Studies

Minimum 3 years' experience in a similar role

Experience in supporting artists and creatives

Experience in budget management and reporting

Experience with EDI initiatives

Experience with Environmental Sustainability initiatives

Excellent production skills and time management

Excellent written and spoken communication skills

- **Sector:** arts, entertainment and recreation

Career Level

- Professional