

Index

Role: **Curator of Learning / Producer 80%**

(vikariat / temporary position)

Period: January – July 2021

Application due: **Monday 7 December, 2020**

This role is set at **80%** with regular working hours structured to include weekends.

The role entails the following main tasks and responsibilities:

- To be responsible for the overall planning and execution of a well-conceived and articulated learning program, including ongoing monthly meetings with Index Teen Advisory Board.
- Programming and facilitating Index' public program of events and workshops etc in relation to Index' program of exhibitions and research projects.
- Coordination of Index exhibition invigilation schedule
- Supervision and support of Index internship program
- Taking a key role in the planning and production of exhibitions

The following are prerequisites for applying:

- Experience working with learning and exhibition production
- Strong communication, organizational and administrative skills
- Excellent written and spoken English and Swedish
- A good understanding of Index' audience, program and identity

The following would be advantageous:

- Experience with Adobe Suite and digital communication
- Existing pedagogy network within Stockholm

Application process

Applications are due by latest Monday 7 December, 2020.

Send a CV highlighting relevant experience and a cover letter outlining your motivation to marti@indexfoundation.se

If you have further questions please contact Index Director Marti Manen marti@indexfoundation.se

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