

Duncan Robinson Curatorial Studentship at Magdalene College

Applications will be invited annually for a curatorial studentship to be held at Magdalene College, Cambridge, in memory of the late Duncan Robinson CBE, DL, FSA, former Master of Magdalene and former Director of the Fitzwilliam Museum, to be called the Duncan Robinson Curatorial Studentship.

1. Person Specification and Eligibility

Applicants must:

- a) Have accepted an offer of a place on a course of postgraduate study or research that is closely related to the visual arts at the University of Cambridge for the academic year in question or be a current postgraduate student at Magdalene College, Cambridge, pursuing a course of study or research closely related to the visual arts which is expected to continue throughout the academic year in question; and
- b) Be able to demonstrate an established interest in the curation and/or display of art, and/or in establishing a curatorial career in the arts (broadly defined to include museum, gallery, and/or private collection management; special collections librarianship; the heritage sector; the art market; and the practice of conservation).
- c) All else being equal, preference may be given to a student studying (or accepted for study) in the Department of History of Art or the Hamilton Kerr Institute.
- d) All else being equal, preference may be given to an applicant who is a current member or offer-holder of Magdalene College and/or who has nominated Magdalene College as a preference college on their University application.
- e) A person who has accepted an offer of a place at a college other than Magdalene College is eligible to apply on the understanding that they will be willing to transfer to Magdalene College if they are awarded the studentship.
- f) A current or previous holder of the studentship may apply to hold the studentship for a second or subsequent time so long as they expect to remain registered as a postgraduate student at the College for the academic year in question, but will be given equal consideration alongside new applicants. All else being equal, the College reserves the right to award the studentship in such a way as to maximise the number of students able to benefit from the experience.

2. The Role

The post is associated with the College's Robert Cripps Gallery (hereafter referred to as 'Gallery') which is located in the New Library. The duties of the post will include the following:

- a) Assisting the Gallery Registrar and Gallery Administrator with the planning, set-up and take-down of exhibitions as required.
- b) Attend, and act as Secretary to, the termly meetings of the College's Gallery Management Committee.
- c) Undertaking some limited invigilation for Gallery exhibitions and helping the Gallery Administrator with the recruitment and supervision of other suitable invigilators.
- d) If and when appropriate, advising the student members on all aspects (planning, advertising, invigilating, set-up and take-down) of the organisation of the annual student exhibition, in consultation with the Gallery Registrar, the Gallery Administrator and relevant members of the JCR and MCR.

By agreement, a suitably qualified post-holder may also be invited by the Gallery Management Committee to:

- e) Propose and curate an exhibition in the College towards the end of the period of their studentship.
- f) Assist in the cataloguing and management of the College art collection.
- g) Contribute to Gallery publications, such as exhibition guides and catalogues.

3. Terms and Conditions

The Terms and Conditions of the post are as follows:

- a) The postholder will report to the Gallery Registrar. They may also be required to work under the direction of the Keeper of the Pictures or the Gallery Administrator.
- b) The postholder will be expected to work for a minimum of 120 hours and a maximum of 160 hours across the period of their studentship (pro rata for a postholder whose course lasts less than twelve months). The distribution of workload across the academic year will be established with the Gallery Registrar at the start of the academic year.

- c) The value of the studentship will be £5000 to be paid as follows: £1250 at the beginning of each of the Michaelmas, Lent and Easter Terms, subject to the postholder's continued registration as a student and keeping of terms, with the balance of £1250 paid on satisfactory completion of the studentship; this will include the submission of a brief report to the Gallery Management Committee.
- d) The postholder must be a registered postgraduate student member of Magdalene College in good standing and reading for a degree of the University of Cambridge during the academic year in which they hold the studentship.
- e) The studentship will commence on 1 October and end on the 30 September the following year or on the date on which the student completes their course of study.

4. Method of Application

Application should be made to the Postgraduate Admissions Tutor by 31 August (late submissions will not be accepted) and should include:

- a) A covering letter outlining the applicant's suitability for the post.
- b) A full curriculum vitae.
- c) Evidence that the applicant is an offer-holder or continuing student of the University and/or College as outlined in the criteria for eligibility.
- d) Two letters of reference tailored to the post, i.e. not simply be versions of the academic references supporting their University application. At least one reference should be from an individual not holding an academic office in the University of Cambridge.
- e) An applicant currently holding an offer from a college other than Magdalene College should include a statement confirming their willingness to transfer to Magdalene College if their application for the studentship is successful.

It is expected that interviews for shortlisted candidates will take place in mid-September.