Exhibition Programmes Coordinator

**Reports to:** Head of Exhibitions  
**Role type:** Full-time  
**Location:** Bangalore  
**Contract:** Permanent  
**Salary:** Competitive  
**Commencing:** Immediately

**About MAP**

The Museum of Art & Photography (MAP) is one of India's first major museums of South Asian visual culture. The museum is housed in a state-of-the-art, 44,000 square foot building, designed by the acclaimed Indian architectural practice Matthew & Ghosh, on a landmark site at the heart of Bengaluru’s museum district. MAP's five-story building on Kasturba Road includes multiple galleries where the collection is displayed, an auditorium, an art and research library, an education centre, a specialised research and conservation facility, as well as a café.

MAP's collection includes more than 60,000 works predominantly from South Asian: Modern and contemporary art, living traditions, textiles, craft and design, pop culture, pre modern art and photography, dating from the tenth century to contemporary times.

MAP's mission is to take art and culture to the heart of the community, making it accessible to diverse audiences, and to create a museum-going culture that encourages people to experience art and heritage in new ways. The museum is a space for ideas and conversations that are initiated through its collection, enabling the museum to engage with audiences in multiple ways. MAP seeks to inspire people to interact with art in ways that encourage humanity, empathy and a deeper understanding of the world we live in.

With a focus on accessibility for people with disabilities, and technological tools to make the museum relevant and exciting, MAP ensures a holistic experience for visitors of all ages.
Having launched online in December 2020, at the height of the pandemic, as India’s only digital-first museum, MAP has been bringing its collection to life through multiple pathways, from online exhibitions to a range of articles and essays, collaborations with museums around the world, engaging talks by leading industry figures, and educational resources for kids and adults.

Role overview

MAP is currently recruiting an Exhibition Programmes Coordinator who will be part of the Exhibitions Team responsible for ideating and delivering a range of outreach engagements and events in conjunction with the exhibitions on display at the museum and offsite if required. We are looking for an enthusiastic self-starter who conceptualises programmes that include artist talks, workshops, walkthroughs and other programmes that allow a diverse audience to engage exhibition programmes. This role will include a particular focus on gender and climate change, and require good organisational, interpersonal and communication skills.

It is the responsibility of each member of the Exhibitions Team to ensure accessibility for exhibitions and related events, to support publications, to conduct walkthroughs, and to support the installation of exhibitions and to coordinate with other teams on cataloguing and artwork information, social media, education and events, and development.

Duties and Responsibilities

Exhibition Programme Coordinator

- Develop and conceptualise programming and working closely with the Head of Exhibitions/Curators and the Events Team
- Coordinate Events in relation to Exhibitions
- Building and managing partnerships with cultural institutions, NGOs.
- Creating and maintaining budgets and agreements for engagements as and when required.
- Coordinating with external vendors and event partners as required
- Managing the logistics for live engagements: whether on digital platforms or physical venues
- Ensuring that all protocols of recording and documentation are suitably followed, from permissions to publishing of videos
Requirements

- Strong interpersonal and presentation skills; comfort with public speaking; and the ability to interact positively with audiences
- Demonstrably confident and fluent verbal and written language skills.
- Experience working in the arts would be preferred
- Self-motivated, with a willingness to learn and ability to effectively collaborate with multiple stakeholders
- Reliable and organised, with a flexible and proactive attitude and an eye for detail
- Basic knowledge of G Suite, including Google Docs, Spreadsheet, Slides, among others
- Exceptional communication skills, both written and verbal
- Familiarity with digital events platforms, as well as outreach and audience growth tools available is a plus.
- Basic knowledge of lights, sounds for live events would be preferable
- Knowledge of the non-profit sector, museum operations, and the arts industry would be an asset
- Fluency in multiple languages, including Kannada would be preferred

Equality & Diversity

MAP is an equal opportunities employer. We oppose all forms of discrimination and believe that all people, regardless of their identity or membership of any group deserve to be treated equally, consistently and fairly.

We welcome creativity, excellence and different perspectives that individuals of all backgrounds and abilities bring to our work.