



Position: Librarian

Contract: Permanent

Location: On-site, MAP Library

Remuneration: Competitive, depending on previous experience

Application Deadline: Rolling. Apply here.

Role Commencement: 1st April 2025

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 100,000 works predominantly from the South Asian region: 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 and abilities. 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 a range of educational resources.



Role Overview

The Librarian is a key administrative role in the museum, who will be responsible for the maintenance and upkeep of the MAP Library. The primary responsibility is to reshelve all reading materials as per subject matter. An ideal candidate will be self-motivated and knowledgeable about the contents of the library, engage visitors with suggestions and begin new initiatives to create a larger reading and research experience at MAP.

Key Responsibilities

- Reshelve and organise all reading materials as per subject matter. These include books, exhibition catalogues, auction catalogues, reference materials, journals, periodicals and rare books.
- Develop and implement policies and procedures for the library, its users, and the record management system — EasyLib.
- Issue books to the MAP staff and keep monthly records of all movement of books as well as regular checks to ensure their conditions.
- Catalogue, classify, inventory, and index the books, including digital material, according to the best practices.
- Implement, maintain, and oversee the library systems and other online resources for the museum and its library
- Digitise the library and special collections as per best museum practices.
- Manage the day-to-day operations of the library.
- Manage new acquisitions and process gifts for the museum library.
- Be the first point of contact for visitors entering the library, offer suggestions and walkthroughs of the highlights in the book collection.
- Provide reference and research services to MAP's staff and external users.
- Apply standards of care, maintenance, and preservation to the museum library.

Preferred Skills and Abilities

We invite applications from candidates who:

- Have a bachelor's degree in library sciences, art, history or a related field with at least 4 years of prior experience working in a private or public library.
- Have prior experience in arts administration, archives, logistics, organising or taking inventories of large collections.
- Are passionate about reading and knowledgeable about different areas of visual art —



photography, design, architecture, paintings, sculptures, textiles, decorative arts, cinema and performing arts.

- Are aware of general functioning of art libraries and are able to create systems of care and maintenance for reference books, rare books, catalogues, periodicals and journals.
- Are comfortable working with the Google workspace, specifically Google Docs and Google Sheets, along with other tools available on the Google Suite and have a working familiarity with EasyLib or any other library automation software.
- Have strong interpersonal communication skills, and align with the culture and values of the museum.
- Are proactive and can be responsible and accountable for their own decisions while working simultaneously on multiple aspects of the library.

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.

Application and nomination process

To apply, fill in the application form [here](#).

Please note that only shortlisted candidates will receive confirmation via email. Following this, they will be invited for interviews. On successful clearing of the interview round, the role will then commence in April, 2025. Please write to hr@map-india.org with any queries you may have.