



## **ABOUT NATIONAL GALLERY SINGAPORE**

### **UNVEILING MODERN SINGAPORE AND SOUTHEAST ASIAN ART**

National Gallery Singapore is a visual arts institution which oversees the largest public collection of modern art in Singapore and Southeast Asia. Situated in the heart of the Civic District, the Gallery is housed in two national monuments—City Hall and former Supreme Court—that have been beautifully restored and transformed into this exciting venue.

Reflecting Singapore’s unique heritage and geographical location, the Gallery features Singapore and Southeast Asian art from Singapore’s National Collection in its long-term and special exhibitions. The Gallery also works with international museums to jointly present Southeast Asian art in the global context, positioning Singapore as a regional and international hub for the visual arts.

In 2016, the Gallery won the awards for “Best Attraction Experience”, “Breakthrough Contribution to Tourism” and “Best Customer Service (Attractions)” at the prestigious Singapore Tourism Awards for its role in adding to the vibrancy of Singapore’s tourism landscape.

---

## **Senior Manager/Manager (Programmes) - One Year Contract**

In this full-time role, working under the direction of the Assistant Director (Programmes), the candidate will be responsible for developing programmes that enable the National Gallery Singapore’s to reach a broad-based audience, with a focus on families, youth and non-traditional museum going audiences.

The candidate will be part of a team that develops, implements and oversees the Gallery’s multi-disciplinary programmes across the fields of theatre, dance, music and literature, in collaboration with the Gallery’s programme partners.

The candidate will be part of the dynamic Programmes team under the Audience Development and Engagement division, to develop strategies and grow community partnerships to help increase public familiarity with the Gallery’s identity, mission, and services, with the goal of bringing the non-traditional museum going audiences into the Gallery.

### **Principal Accountabilities:**

- Function as creative producer and contribute to the content development of the Gallery’s public programmes.

- Engage in research on current programming trends and cross-disciplinary artistic practices in Singapore & Southeast Asia.
- Plan, coordinate, deliver and evaluate an integrated programme of events and learning programmes for changing exhibitions to reach a broad-based audience.
- Oversees the film documentation and archival of new materials generated by the public programmes team.
- Contributes public programme content for the online knowledge platform.
- Work with other internal divisions like Development and Marcoms to provide content ahead of time to maximise opportunities for partnership and promotion.
- Develop and implement (with a support team) interesting programmes to engage the community and non-traditional Gallery audiences and driving increased visitor figures.
- Contribute to Gallery's audience database for relationship building through updated communication of programmes and initiatives.
- Conduct on-going evaluation of the programmes and services and implement improvements as necessary.

**Job Requirements:**

- 3-5 years of relevant work experience, preferably in arts/festival related portfolio.
- Capacity to develop creative ideas and engage in research.
- Knowledge or background in Singapore and Southeast Asian art is a must.
- Experience in working on cross-disciplinary arts initiatives.
- Understanding of audience segments and relationships with community partners is an advantage.
- A team player who is resourceful, hands-on, detail oriented and able to manage multiple projects simultaneously.
- Must possess cultural sensitivity and understanding for diverse communities.
- Must have excellent interpersonal, communication and presentation skills to a broad audience base.
- Must be able to work evenings and weekends.
- Good sense of humour, positive and can-do attitude.
- Good working knowledge of Microsoft Office Suite is essential.
- Keen interest in the arts, heritage and museum field.

Please send your detailed CV to [careers@nationalgallery.sg](mailto:careers@nationalgallery.sg). We regret that only shortlisted candidates will be notified.