**JOB DESCRIPTION**
Curator: Ruskin Collection and Library Unique and Distinctive Collections
Vacancy Ref: A2186

<table>
<thead>
<tr>
<th>Job Title: Curator: Ruskin Collection and Library Unique and Distinctive Collections</th>
<th>Present Grade: 8P</th>
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<tbody>
<tr>
<td>Department/College: Library Services and Learning Development</td>
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<td>Directly responsible to: Assistant Director: Academic Services</td>
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<td>Supervisory responsibility for: Deputy Curator, Assistant Curator, Administrator</td>
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**Other contacts** (indicative list only)

**Internal:***
- Director of Ruskin Centre for Culture, Landscape and the Environment
- Academic staff (e.g., Ruskin Centre for Culture, Landscape and Environment)
- Lancaster Arts (e.g., Co-Director and Curator, Peter Scott Gallery)
- University Archivist
- Students (individually or as SU Reps)
- Library Leadership team
- Head of Faculty IT plus other members of ISS Leadership team as appropriate
- Facilities Leadership Team as appropriate, plus other University departments as required (e.g., Security).
- Library Digital Archivist

**External:***
- Significant Ruskin collections: Brantwood (Brantwood Trust); Ruskin Museum, Coniston; Ruskin Gallery, Sheffield (Guild of St George); Ashmolean Museum, Oxford and other Ruskin collections
- Ruskin Foundation
- Peter Scott Gallery Charitable Trust
- Arts Council
- Public Arts Policy Committee
- NoWAL
- Northern Collaboration
- SCONUL
- British Library

**The Role**

The post holder will work under the direction of the Director of Ruskin Centre for Culture, Landscape and the Environment and play a key internal, external and public facing role to support the strategic development of the Ruskin Centre and collection. The Ruskin Library houses the Whitehouse Collection, currently held under the care of the Ruskin Foundation – the largest dedicated collection of books, manuscripts, drawings, photographs and archive material relating to John Ruskin and his associates. The Curator is in overall charge of maintaining the Ruskin collection and making it available to individual readers, scholars, visitors and the wider public.

The post holder working under the direction of the Assistant Director: Academic Services will also be responsible for the curation and development of the University Library’s Unique and Distinctive Collections (UDCs). They will support innovative, creative use of the collections to support University strategic aims in relation to teaching, research and engagement. The post holder will lead on relevant project-based work to promote access to and engagement with the Library UDCs.
The post holder will lead on the management of digital content (born digital and digitised) across all holdings, as well as AV and time-based media, and be the professional lead for digital preservation and digital asset management throughout all UDCs (including the Ruskin Collection). The post holder will assist in raising the profile of all the collections within and outside the University through advocacy, events and other onsite and online services.

**Major Duties:**
Under the direction of the Director of Ruskin Centre for Culture, Landscape and Environment, and the Assistant Director: Academic Services in the Library, the post holder will:

- Develop, and lead in the implementation of, curatorial and related policy as it applies to the Ruskin collection and the University Library Unique and Distinctive Collections.
- Promote the collections by delivering exhibition programmes at Lancaster and online, as well as through loans to exhibitions in the UK and abroad.
- Maintain the collections ensuring that they are stored and displayed in an appropriate physical environments and that museum and archival standards are met, including conservation and digitisation.
- Develop and enhance the collections, for example through acquisitions, by obtaining rights and by establishing links with other relevant collections.
- Develop and implement strategy, polices, plans and practical advice for digital curation of the collections. This will include the establishment and implementation of a programme to ensure digitised and born digital archives are appropriately managed.
- Extend access to and promote engagement with collections through publicity strategies, enhancing the digital experience (e.g. websites, social media and other platforms) and supporting research, learning and external engagement activities.
- Be a primary contact for all users (and potential users) of the collections, providing support, guidance and expert advice via phone, email and to in person visitors.
- Liaise with and be a primary point of contact for external bodies and institutions, e.g. SCONUL, the British Library etc.
- Line manage the Ruskin Library staff.