



Seeking new members for Braemar Gallery's Management Committee Accepting Expressions of Interest for two new Exhibition Coordinators

Blue Mountains City Council is calling for expressions of interest for new members to join the Braemar Gallery Management Committee.

Braemar Gallery is located in Braemar House, Macquarie Road, Springwood, and is part of the Blue Mountains Theatre and Community Hub arts precinct. It is a community, volunteer run, non-commercial gallery presenting exhibitions that showcase works of local and regional artists.

The Management Committee is a volunteer committee responsible for mounting and marketing exhibitions, collaborating with artists, supporting volunteers and engaging visitors.

We are seeking two new Exhibition Coordinators for a two-year term. These passionate and committed individuals will be part of the exhibition and curatorial team. They will also work closely with the Communications Coordinator and Volunteer Coordinator to ensure the overall success of exhibitions.

Key responsibilities include:

- Coordinating then attending artist meetings and briefing artists on exhibition procedures and rosters;
- Managing exhibition installations and deinstallations; and
- Participating in general Committee responsibilities including but not limited to the annual program selection process.

To express interest in these roles, please address the following selection criteria with a maximum one-page response together with a professional CV.

General Committee Member Criteria

- Availability to attend a Management Committee meeting on the afternoon of the second Thursday of each month.
- Experience or interest in visual arts and liaising with artists.
- Commitment to volunteering with a not-for-profit organisation.
- Follow BMMCC policy and procedures.

Exhibition Coordinator Criteria

- Availability to attend artist briefings on Thursday evenings, installations on Mondays and deinstallations on Sundays every four to six weeks.
- Experience or interest in learning exhibition process.
- Confidence climbing ladders, safely handling artworks and using tools.

Please email questions or expressions of interest to braemargallery@gmail.com with "Management Committee EOI" in the subject line by Wednesday 7th February.

Please note that Braemar Gallery is currently closed for restoration building works, however the Management Committee remains active.