Art Basel seeks a freelance curator for the following short-term position: **Conversations Curator, Art Basel (Basel) 2024**

The successful candidate will provide the management (Executive Editor and Art Basel directors) with consulting services to develop the content, theme and format of the Art Basel Talks Program ("Conversations") and recruit high-profile panelists.

The Services of the Conversations Curator include but are not limited to the following specific tasks:

- design a concept for Conversations for Art Basel in Basel 2024 in collaboration with the management; the final concept should follow existing Art Basel Conversations guidelines, and present topics and an A- and B-list of speakers and moderators to be invited for 9 Conversations panels (max. 3 speakers + 1 moderator per panel). In addition to the 9 talks, the program may feature one performance

- invite speakers for Conversations for Art Basel in Basel 2024 in close collaboration with the management, supporting the development of accommodation and travel planning within budget

- establish program collaborations where appropriate, liaising with Art Basel Partnerships and Gallery teams and external institutions as necessary

- write short texts of up to 80 words for each Conversations panel containing a clearly defined title and topics, in line with Art Basel’s established formats

- work closely with the Executive Editor and Conversations Program Manager to develop, write, edit and post conversation-related texts (promotional/organizational) for show press releases, website, events calendar and other physical and digital promotional materials including supporting newsletter management

- be available for consultations and conference calls with the management via email and via telephone at least once a week.

- be responsible for preparing the moderators for the panel and defining its central concepts together. The Conversations Curator must brief the moderators beforehand and make sure they contact participating panelists to discuss the topic and any necessary images. This is to ensure the quality of the panels.

- assist the management liaising with panelists on the panel topics

- be present onsite during Art Basel (Basel) 2024 and available to oversee the delivery of the program, to introduce panels where relevant, in collaboration with the Conversations Program Manager and Executive Editor.

- work with the audiovisual company to review and edit all filmed material from the program, ensuring the timely upload of the material post-show
Your profile:

- Bachelor or Master of Arts degree
- More than five years of art-related experience, with experience in managing talks programs/symposia/conferences in an art world context
- Strong communication and organization skills, team player
- Ability to adhere to strict deadlines and work under pressure
- Flexibility to work late evenings and weekends during the fair
- Strong copywriting and copyediting skills
- Fluent in English
- Self-employed

This is a short-term agreement, with a fixed fee, covering the period **from February 5, 2024 to June 30, 2024**.

Please send your CV, and a one-page document outlining how you fit the requirements for this position and initial ideas for the program for the attention of:

Jess Davies-Molloy, Conversations Program Manager
Jess.davies@artbasel.com

The deadline for applications is **11th December 2023**

Interviews will be held in **January 2024**