

PROPOSED POSITION OF CURATORIAL CO-ORDINATOR WITH BENNINGTON COLLEGE
JUDSON CHURCH DANCE/THEATRE PROJECT Daniel J. Cameron

I Research/Footwork *usual?*

1. To make contact with and integrate contributions of project advisors with the ~~prignal~~^{at} form of the project and with individual research into Judson archives
2. To make contacts with all artists so far included for further information of historical material relevant to the scope of the exhibition
3. To make contact with individuals and institutions, when necessary, to obtain photographic material or other historical records (ostensibly for the sake of the catalog)

II Administrative

1. To develop overall and itemized budgets and exhibition format with project ~~advisors~~ director
2. To negotiate selection and loans with participating *photograph* artists or agents
3. To negotiate financial arrangements, under approval of project director, with all participating artists, lending agents, advisors and related personnel
4. To represent the project in all non-budgetary matters with participating institutions
5. To develop written agreements with participating artists, advisors and related personnel
6. To co-ordinate, with project director, all clerical and volunteer personnel
7. To co-ordinate, with project director, the scheduling of speakers and/or performances connected with exhibition.

III Curatorial

1. To oversee selection and integration of all materials (Photographs, videotapes and equipment, musical tapes and equipment, scores, manuscripts, objects, posters, et. al.) included in the exhibition, under approval of project director
2. To develop checklist of exhibition, and co-ordinate documentation of works for ~~xx~~ catalog.

IV Preparatory *photographs*

1. To co-ordinate, any special or routine cleaning, mounting or display of works for exhibition and tour purposes
2. To assemble and assure readiness of all special equipment required for full exhibition
3. To manage receipt and delivery of all works to and from their present owners.

V Financial

1. To oversee necessary petty cash expenditures in New York
2. To direct necessary bill payment and responsibility to project director.

VI Tour Management

1. To schedule museum/university tour of a decided length and geographic extension, both individually and in co-operation with Independent Curator's Association
2. To co-ordinate exhibition installation at Bennington College, and assist with same at New York University and other institutions who request it.
3. To co-ordinate handling and shipping schedules for exhibition (to include building and sylization of crates for tour)

VII Catalog Production

1. To co-ordinate contact with any suggested or contracted catalog contributors
2. To edit and proofread all manuscripts submitted to catalog, with author(s) and project director
3. To develop captions and credits for catalog *see 1.0.0.0.0*
4. To work in tandem with a designer and any clerical personnel to produce a catalog proof
5. To invite price estimates from no less than three printers for final production
6. To co-ordinate and manage any exhibition plans not involving exhibition hosts.
7. To oversee delivery of finished catalog