



Centre Canadien d'Architecture / Canadian Centre for Architecture

JOB DESCRIPTION

Job identification

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| Job Title : | Associate Director, Research |
| Division : | Research (as part of Curatorial Affairs) |
| Supervisor: | Chief Curator |
| Status : | Contractual (3 years), full time (35h/week) |
| Posting period: | 18 October to 9 December 2018 (posting extension) |
| Job entry : | Beginning of 2019 |

Job summary

The Canadian Centre for Architecture is an institution responsive to the cultural content of our time and whose mandate is 'architecture is public concern'. The whole curatorial area works consistently to develop and produce unpublished research, provocative exhibitions, critical publications and to build a collection that could enhance all the above in order to contribute globally to the current discourse on architecture. Curatorial Affairs at CCA include the following divisions: Collection, Programs, Publications and Research.

Reporting to Chief Curator, the Associate Director, Research is responsible for reinforcing the strategic vision of the CCA and guiding and overseeing the research component of the institution. The incumbent provides scholarly and strategic leadership for CCA research activities, and supervises the Study Centre's activities and programs.

The Associate Director, Research is also responsible for scientific, logistical, cultural and public activities involving CCA research and the Study Center, including coordination with other CCA divisions.

The Associate Director, Research develops the CCA's relationships with allied institutions and the scholarly community at large.

The incumbent works closely with the other Associate Directors of Curatorial Affairs to produce knowledge while advancing the institution's vision. Furthermore, the incumbent will work with all the other Associate Directors to ensure the success of institutional projects.

Key responsibilities

Strategic and management responsibilities

- Works with the Director and the Chief Curator, as well as senior management, to develop institution-wide policies, goals and priorities
- Directs and oversees the implementation of the CCA's curatorial vision in Study Centre programs, seminars, research and publications
- Develops long-term strategies for the effective implementation of institutional programs, including policies, budgets, action plans and schedules
- Participates in the promotion and external presentation of CCA projects
- Supervises Study Centre staff members

Scholarly responsibilities

- Guides the direction and implementation of research programs in line with the CCA's strategic vision
- Demonstrates an active and ongoing interest in current debates in the field of architecture studies, and a commitment to advanced scholarship
- Establishes policies and procedures that interconnect across the CCA's divisions
- Develops Study Centre programs
- Proposes topics of research of interest and relevancy to the institutional direction
- Develops and proposes strategies for new partnerships and joint research programs between the CCA and other institutions
- Works closely with Collection, Programs and Publications divisions in contributing to the different internal research components



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- Acts as Curator and/or Editor as requested for specific curatorial projects
- Suggests possible acquisitions in line with CCA Acquisition policy and in light of research needs
- Contributes to the institutional discussion relating to access of CCA content and to develop tools to facilitate research at CCA, both in the physical building and online

Study Centre

- Works with Chief Curator to define the Study Centre as an active and relevant reference in the field
- Leads researcher seminars and encourages related activities
- Provides intellectual support to researchers
- Encourages interaction and coordination among residents and with the academic and professional community in Montreal in close collaboration with Public Programs team at CCA
- Oversees and manages candidate applications
- Oversees and coordinates CCA long-term research programs

Development

- Seeks external funding opportunities for program development
- Maintains active relationships with the academic community, former CCA researchers and researchers in general
- In collaboration with the Development division, coordinates fundraising programs and develops, cultivates and maintains relationships with donors

Required qualifications

- Education: PhD in architecture or art history, or equivalent in research experience and academic publications
- Number of years of relevant work experience: 5 to 7 years developing curatorial and research duties, as well as a range of academic publications
- Excellent knowledge of spoken and written French and English; advanced writing skills in at least one of the two languages
- Knowledge of architecture and related fields
- Communication and team-work skills, renowned technical expertise, and a focus on results
- Good adaptation, innovation and leadership skills
- Research or teaching experience at the university level; extensive research in the field of architecture, understood in its broadest sense
- Familiarity with the international architectural teaching and research community
- Working knowledge of other languages, a definite asset
- Work experience in a comparable research-based institutional setting
- Excellent organization and planning skills
- Excellent interpersonal skills

Please submit your application (resume and cover letter, in English or French) by email to rh@cca.qc.ca to the attention of Human Resources of Canadian Centre for Architecture, 1920 rue Baile, Montreal (Quebec) H3H 2S6. **The application deadline is 9 December 2018.** Only successful applicants will be contacted. Please do not call. The CCA is an equal opportunity employer.

For all CCA existing job opportunities, visit our [website](#).