



## Job description

<b>Job title</b>	Production & Installation Manager, Tate Modern
<b>Department</b>	Tate Modern Division
<b>Contract</b>	Permanent
<b>Salary</b>	From £39,790 to £43,022 per annum
<b>Hours</b>	Full-time, 36 hours per week
<b>Location</b>	Bankside
<b>Reporting to</b>	Senior Manager, Production & Installation
<b>Responsible for</b>	Senior Art Handling Technicians, Tate Modern

## Background

Tate's vision is to serve as artistically adventurous and culturally inclusive art museums for the UK and the world. We deliver this through activities in our four galleries across the UK (Tate Liverpool, Tate St Ives, Tate Britain and Tate Modern), our digital platforms and collaborations with our national and international partners. At the heart of Tate is our collection of art, which includes the national collection of British art from the 16th century to the present day, and international modern and contemporary art from 1900 to the present day, spanning all continents. We seek to expand access to the collection and deepen understanding of art in all its diversity.

Tate is a leading global institution, and we influence critical thinking about art practice. Tate is committed to maintaining free entry for audiences to our collections. We see access to art for everyone as a universal human right and we see our galleries as sites of creative learning. We want to champion the importance of making art and encourage people to explore the many ways in which art is created and develop their own creative potential.

We want to welcome audiences that better reflect the towns and cities in our nation and attract a diverse international public. Our reach is already powerful. We intend to increase its impact across society, with art that resonates around the world.

Everyone who works at Tate has a role to play in achieving these goals. We offer exciting work built around our love for art, and have a strong commitment to equality, diversity and inclusion, with the aim to have our workforce and audience as diverse as the communities we serve. And everything we do is only possible thanks to our fantastic colleagues, who really know their stuff, support each other and want to do the best for our audiences.

We hope you will consider joining our team.

You can find further information about Tate on our website: [www.tate.org.uk](http://www.tate.org.uk).

## About the role

To work with the Senior Manager, Production & Installation in the delivery, coordination, and production of the Tate Modern programme of exhibitions, Collection displays & wider Curatorial programme. To problem solve technical challenges, ensure procedures are maintained and support the Senior Art Handling Technicians in all installation activity.

## What you will gain

Motivated, and skilled people are key to our continued success, and we want everyone at Tate to have the opportunity to develop and thrive. In this team, you will be encouraged to contribute your ideas, realise your potential, and learn new skills and knowledge.

## What you will do (Main Duties and Responsibilities)

- Manage the team of Senior Art Handling Technicians & ensure all programme activity has appropriate cover.
- Actively support the installation team in troubleshooting technical issues towards the realisation of exhibitions, displays and wider Curatorial Projects. Including assisting on the ground where necessary.
- Contribute to the forward planning of the programme, including the scheduling of specialist contractors & wider teams in exhibition & display delivery. Specifically, working closely with the Exhibition Registrars to implement this.
- Coordinate with provision of centrally managed Art Handling Technicians to ensure that all activity has sufficient staffing levels.
- Support the Production & Installation Coordinator with technical queries around Production where needed. E.g. ensuring all exhibition and Collection display furniture is fit for purpose, meets, and fulfils lender and Government Indemnity requirements. To ensure such furniture is stored and reused whenever possible.
- Act as a key point of contact for colleagues across Tate, particularly Tate Modern Division, Collection Care, Visitor Experience and Security, as well as external stakeholders such as contractors, artists, suppliers etc. Ensuring relevant colleagues are kept up to date on the status of projects.
- Awareness & ability to feed into the risk assessment and method statement processes for equipment and the installation of artworks.
- Awareness of relevant H&S regulations (e.g. LOLER, PUWER etc) & an ability to support the wider team in ensuring equipment is available, safe & compliant
- Contribute to the completion of the Art Installation Weekly Plan and Loading Bay diaries, responding to Events queries where necessary.
- Support the Production & Installation Coordinator with the research and sourcing of suppliers for specialist consumables, art handling materials and equipment; supplying measurements or drawings when required.
- Support the forecasting and management of the TGMA production budget, purchase orders and the reconciliation of transaction reports from finance, where necessary.
- Assist in the delivery of multi-disciplinary projects for Tate Modern's curatorial programme, to include performance, commissioned projects and events as required.
- Work innovatively to keep up to date of new methodologies associated with the installation of artworks and movement of art objects.

- To work sustainably, innovatively and collaboratively to develop solutions to reduce Tate's carbon emissions in line with Tate's institutional commitment to reduce its carbon impact.

## What you will bring to the team

- Experience of handling and installation of high-value, multiple-disciplinary artworks and ability to offer expertise and practical involvement towards the installation of artworks to best practise standards.
- Practical knowledge and a good analytical approach to understanding the processes involved in the delivery of exhibitions and Collection displays. Including an excellent track record of technical problem-solving and finding innovative solutions.
- Ability to work on multiple projects simultaneously, reacting quickly and responding effectively to unforeseen tasks and shifting deadlines.
- Effective communication and influencing skills - ability to develop effective working relationships and inspire confidence from people at all levels.
- Extensive experience of the processes involved in managing projects. Including financial management (e.g. planning & budgeting) alongside engaging & overseeing temporary or specialist staff.
- A positive approach to team working and cross-departmental communication, whilst having a capacity for leadership.
- Experience of CAD, SketchUp and Exhibita-pro or similar exhibition modelling software.
- Ability and willingness to work outside office hours
- A commitment to and understanding of the principles of diversity and how to apply them in the workplace.
- Interest and commitment to the work of Tate.

The requirements listed here are guidelines, not hard and fast rules. You don't have to satisfy every requirement and we welcome candidates who bring transferable skills. Applying gives you the opportunity to be considered.

## Tate for all

### Diversity and Inclusion

Our jobs are like our galleries, open to all.

Our aim is to become a truly inclusive organisation with a workforce and audience as diverse as the communities we serve. This is fundamental to Tate's future success and our ability to continue to contribute to culture and society in the UK.

We want our workforce to be more representative of all sections of society at all levels in the organisation. The range of perspectives and experience diversity brings is an asset to our organisation and we want to create an inclusive, welcoming environment for visitors, artists and all those who work at Tate. Tate expects all employees to contribute to this aim as part of their role. More information about diversity and inclusion at Tate can be found on our [website](#).

## Our Values

- **Open:** we're welcoming, generous-spirited and inquisitive, with an open-source attitude that thrives on collaboration.
- **Bold:** we have the courage of our convictions, we're willing to take imaginative risks: we aren't afraid of failure - so long as we learn from it.
- **Rigorous:** we'll win people's trust if we're accountable for our actions and excellence underpins everything we do.
- **Kind:** we value and respect each other, our partners, and our visitors, striving to make every encounter memorable and enriching.

## Employee Benefits

- Birthdays off each year
- 25 days leave per year, rising to 27 (pro rata for part time colleagues).
- A pension scheme with generous employer contributions.
- Life Assurance and Income Protection for DC scheme members.
- Interest-free Season Ticket Loan.
- Cycle to Work scheme – enabling you to buy a bike in a tax efficient way, for travelling to and from work.
- Rental deposit scheme – an interest free advance to help towards the cost of a deposit for privately rented accommodation
- Discounts in the Tate Restaurants and Cafes.
- Access to Tate Benefits which offers access to discounts in high street stores.
- Access to a 24/7 Employee Assistance Programme to support you with any work, personal or family issues. This includes telephone-based support, as well as comprehensive online resources.
- Free entry to paying exhibitions at Tate Galleries. Opportunities for family and friends to visit the major exhibitions out-of-hours.
- Discounts on items purchased in the Tate shops.
- Free access to a number of other galleries and museums throughout the UK on production of a valid staff pass.
- Free access to other galleries and museums abroad through the International Council of Museums (ICOM) membership

## Safer Recruitment

Tate is committed to providing a safe environment for all those who work at Tate and all those who come into contact with Tate as visitors to the galleries, as participants in Tate activities, and online. The safe recruitment of all those who undertake work on behalf of Tate is the first step to ensuring that we are fulfilling this commitment.

All positions at Tate are offered subject to the following conditions:

- Receipt of satisfactory references covering the last 3 years of your employment or education.
- Health clearance
- A satisfactory Disclosure Check.
- Proof that you are legally entitled to work in the UK

You can find out more information about our pre-employment checks and what they mean for you in our 'Guidance Notes for Applicants' document.

## How to apply

Our opportunities are open for you to apply online. Please visit: [www.tate.org.uk/about/workingattate/](http://www.tate.org.uk/about/workingattate/) to create an account by registering your details or, if you are an existing user, log into your account.

For all opportunities we ask candidates to complete an online application form for the vacancy they are interested in. If you need an application form in an alternative format please call us on 020 7887 4997. Once you have submitted your application you can keep track of its progress by logging into your account.

The closing date for the submission of completed application forms is 1<sup>st</sup> March 2026 by midnight.

Where vacancies attract large volumes of applicants, we reserve the right to close this vacancy early. Therefore, if you are interested, please try to submit your application as early as possible.

