

City of Olympia

Call for Artist in Residence



SAMPLE: In partnership with the Pear Blossom family shelter, the City of Olympia is seeking the services of a teaching artist who has experience designing, drawing and developing comic books.

Short Description

In an effort to make the arts accessible to traditionally underserved populations, the City of Olympia has developed an Artist in Residence (AIR) program to meet this need.

The Artist in Residence Program hopes to address the following goals:

- Provide opportunities for underserved community members to participate in the art making process
- Broaden the community experience of the arts
- To create connection with the City of Olympia and the greater community.
- Enhance the quality of peoples' lives
- Offer a variety of unique opportunities for the city's diverse communities to participate and benefit from the art making process.

Primary Contact

Stephanie Johnson, Arts Program Manager
sjohnso1@ci.olympia.wa.us
360-709-2678

Budget

- The selected Artist in Residence will be paid a \$1,500 honoraria
- There is also up to \$750 per year for reimbursable expenses available for agreed-upon materials and supplies.
- The teaching artist must purchase a City of Olympia Business license and insurance to City specifications. Insurance is estimated at \$250-\$500 per year and may be considered a reimbursable expense.

Eligibility

Applicants must be teaching artists who reside in Thurston County and be at least 18 years of age.

Deadline

Applications are due by **Midnight, Wednesday, April 15**

Project Description

SAMPLE: Pear Blossom Community is home to houseless families who live at the shelter anywhere from 6 months to a year, before transitioning to permanent housing. This community is requesting the opportunity for their children to learn how to draw their own comic books. They feel this is a skill the children can take with them and also help them to process their experiences in transitional housing. They estimate 9-12 children who would be interested, ranging in ages from eight to fourteen. There is a common room onsite that can be used with advanced notice.

Scope of Work

- Each selected Artist in Residence will enter into an agreement with the City, and work with City Staff to determine a final scope of work.
- The selected Artist in Residence agrees to sign a contract with the City regarding their scope of work.
- The Artist in Residence also agrees to responsibly handle administrative duties in association with the program, working with City staff and the partner agency to arrange.
- Artists in Residence will be working with vulnerable communities and a background check may be required before an agreement is made. The organization may have additional procedures. (put the liability on the organization)
- Artists in Residence agree that the City of Olympia may photograph them during their workshops and projects

Details

- Residency shall be project based, for a period of time from 1 to 6 months, offering a minimum of six instructional workshops. (Poet Laureate was 2 workshops, Arts Walk spring or fall plus 6 additional hours of contact time)
- \$1500 stipend, up to \$750 in materials by reimbursement

SUBMISSION/SELECTION PROCESS

A minimum of four applications must be received for the review process to move forward.

Phase I—Submission of Application:

Selection Committee

Kim Kondrat, City of Olympia Homeless Response Coordinator
Representative of the partner community
Member of the Arts Commission

The panel reserves the right to select up to three artists or artist teams as finalists for this opportunity. The panel also reserves the right to not select any artists, if it so chooses.

Selection criteria

Artists should bear in mind that the audiences will be broad-based and of all ages, and in representing the City's inclusive, non-partisan stance, must use discretion when acting in the capacity of the City's Artist in Residence.

Aesthetic Quality:

- Do the work samples exhibit strong aesthetic merit?
- Are the works consistently strong? Does the applicant demonstrate a commitment to continuing their art practice?

Potential for Community Engagement:

- Does the applicant demonstrate an understanding of the needs of the underserved community with whom they will be working?
- Does the applicant have experience teaching art?

Appropriateness of Project for Identified Population:

- Does the proposal support the artist's ability to engage in meaningful ways to further the arts in our community?
- Does the proposed project create capacity for participant success?

Application Materials

Applicants may apply via SurveyMonkey ____link_____through **Midnight, Wednesday, April 15.**

☐ **Letter of Interest (one single page or less)**

Describe why this opportunity is of interest, proposal of how the applicant would teach and engage with the partner community including engagement strategy, and samples of workshops or projects that would support the request of the community, and relevant skills brought to this project.

☐ **Digital Work Samples**

Applicants may submit up to 8 images that clearly show past projects and work experience. Files should be prepared as .jpg files only and must be 1920 pixels on the longest side and 72 dpi. Files should be labeled "01OGP_last name, 02OGP_last name", etc.

☐ **Annotated Image List**

This list of images may include work samples listing the title, year, media, or project samples with a brief description (50 words or less) of the applicant's role in the project.

☐ **Resume**

Applicants must include a resume, two pages maximum.

☐ **References**

Contact information for three professional references who are familiar with your teaching. Please do not include letters of recommendation. References will be contacted prior to the finalist interviews.

Do not submit specific proposals or additional information at this time.

Phase II—Finalist Interviews:

Each finalist will be interviewed by the same selection committee as in Phase I (????)

During finalist interviews, the partner community will have a chance to meet the applicants and determine a good fit.

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources.

Artist Selection Schedule (subject to change)

Application open	Monday, March 2, 2020
Workshop for interested applicants	Thurs., March 19, 6-8pm, Olympia City Hall, Room 112
Deadline for Entry	Midnight, Wednesday, April 15, 2020
Jury process	May 5, 8-10am, 2020
Arts Commission review	Thursday, May 14, 6pm, TBD
Finalist interviews	May 27, 3:30-5pm, 2020
Arts Commission review	June 11, 2020, 6pm, City Hall Council Chambers
City Council approval	June 23, 2020, 7pm, City Hall Council Chambers

Contact Information

Questions?

Stephanie Johnson, Arts Program Manager
Olympia Parks, Arts & Recreation
sjohnson@ci.olympia.wa.us
360.709.2678

Legal Requirements

Applicants must have, or be willing to acquire an Olympia Business license, if selected. For more information, go to <http://olympiawa.gov/city-government/forms/busn-license-bo-tax/business-license.aspx>

The selected artist will be required to carry insurance. Specific coverages are included in the contract the selected artist will execute with the City.

The City reserves the right not to select any artist at all, and reserves the right to change the process or schedule upon public notice.