

# CARFAC SASK Visual Arts Mentorship 2010-11

## Program Information

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### Program Description

The CARFAC SASK Mentorship Program seeks to create opportunity for productive and supportive relationships between established professional artists and visual artists wishing to develop and enhance their artistic practise. The mentors provide support, encouragement, advice, information and resources to trainees who are aiming to achieve professional goals. The program is also geared to creating a peer group of mentors and artists that can exchange valuable knowledge and vital critical feedback.

### Purpose

- To provide access to information, resources and support for trainee artists through a one-on-one relationship with qualified and experienced mentor artists
- To encourage the development of professional skills, decision-making philosophies, self-reliance and resourcefulness in the trainees.
- To foster self-esteem and confidence in trainee artists.
- To provide trainee artists, on an interactive basis, with knowledge and wisdom based on experience.
- To enhance the personal and artistic experience of experienced artists who work as mentors.
- To encourage positive relationships and interaction within the visual art community of Saskatchewan.

### Mentor/Trainee Structure

- Mentors and trainees from across Saskatchewan will be paired depending on individual concerns and geographical factors.
- There will be eight trainees and from four to eight mentors. (Each mentor could be paired with one or two trainees.)

### Eligibility

- Mentors must be experienced professionals.
- Trainees should have a background in visual art.
- Mentors and Trainees must be Saskatchewan residents.
- Trainees should not be students and ideally should have 2 years of real world experience.

### Fees and Costs

- The mentors will be paid a total of \$2,750 for each trainee in five instalments of \$550.
- The trainees will submit a budget for materials and other costs in their project proposal that is due October 18th. Up to \$300 is available to purchase materials, books, photocopying, office supplies, etc. for the duration of the program.
- Some travel reimbursements are available for trainees and mentors to enable them to meet one-on-one and to attend regional group and provincial meetings.

### Schedule

- The length of the program will be ten months and will run from September 1 to June 30.
- The meeting schedules of the mentors and trainees are flexible and will be collaboratively determined by each pair.
- Group meetings will occur throughout the program (see **Meetings**).

## Goals

With help from the mentor, the trainee will define both professional and personal goals that he or she will achieve during the program. This two to three page written project proposal from each trainee is to be submitted to the CARFAC SASK office by October (see **Reports**).

The trainee, during the mentoring process, will be expected to complete a body of work or creative/research project and to actively participate in a group project with the other trainees and mentors. The trainee's project proposal can also include, but not be limited to, the following areas:

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| ✓ how to set goals for art production        | ✓ bookkeeping for artists                     |
| ✓ what constitutes a body of work            | ✓ the various types of galleries              |
| ✓ keeping an artist's journal                | ✓ submission procedures                       |
| ✓ critiquing art work                        | ✓ writing a proposal                          |
| ✓ technical problem solving                  | ✓ the role of a curator or critic             |
| ✓ preparing an effective curriculum vitae    | ✓ seeking curatorial visits and studio visits |
| ✓ producing good slide documentation         | ✓ negotiating contracts                       |
| ✓ writing an artist statement                | ✓ the benefits of networking                  |
| ✓ what grants are available and how to apply |   |

## Activities

- One-on-one consultations between the mentor and trainee.
- Completion and/or development of trainee projects and goals.
- Attendance at Professional Development Workshops and special interest panels offered by CARFAC SASK when required.
- Introduction to resources available to visual artists, including those services offered by CARFAC SASK.
- Participate in a group retreat with other mentors and trainees.
- Provincial (whole mentorship group) and regional (i.e. Regina and Saskatoon area ) meetings (see below).

## Meetings

- Three **provincial** meetings for all mentors and trainees will be held in early **September**, **late November** and **late June**.
  1. The first meeting will feature an experienced visiting artist/mentor who will provide orientation to the mentoring process. Trainees and mentors will show slides of their work and get familiarized with each other.
  2. The second meeting may be a one or two day retreat or be a half day meeting at a Saskatchewan destination determined by CARFAC. This meeting will entail focused discussions and an opportunity for group critiques.
  3. At the third final meeting, trainees will speak about her/his mentorship process and/or show slides/DVDs of work produced during the program. Mentors and trainees will evaluate the program and offer suggestions for the next mentoring program.
- Two **regional** group meetings, which may vary in location depending on the location of the various mentoring pairs (usually in Regina and Saskatoon). The mentors, the trainees, and CARFAC SASK will arrange activities of an educational nature to coincide with these group meetings when possible. These group meetings may also involve studio visits to the trainees' studios and/or mentors' studios and or group critiques. These group meetings will take place in **October** and **March**.

## Reports

### ⇒ Trainee Reports

#### 1. Project Proposal

A two to three page Project Proposal , which will outline the trainee's project as well as personal and professional goals to be achieved during the program, is due from each trainee by October 18th. Include a budget for materials and other costs. Up to \$300 is available to purchase materials, books, photocopying, office supplies, etc. for the duration of the program.

#### 2. Mid-term Progress Report

A one to two page mid-term progress report from each trainee is due on February 14<sup>th</sup>. These reports are necessary for the report to the program funder due from the CARFAC SASK office on March 31<sup>th</sup>.

#### 3. Final Report

A two to three page final report from each trainee which will chronicle the meeting schedule and all activities of the mentoring project, discussing the working relationship between the mentor and trainee, the goals achieved and not achieved during the program, general evaluation of the program and considerations for future mentorship programs. Also in this report, the trainee will be asked to provide a working strategy for his/her future endeavours in the visual arts. This report is due on June 30<sup>th</sup>.

### ⇒ Mentor Reports

#### 1. Mid-term Progress Report

A one to two page mid-term progress report from each mentor is due on February 14<sup>th</sup>. These reports are necessary for the report to the program funder due from the CARFAC SASK office on March 31<sup>st</sup>.

#### 2. Final Report

A two to three page final report from each mentor, which will fully report on the program discussing the working relationship between the mentor and trainee, the goals achieved and not achieved during the program, general evaluation of the program and considerations for future mentorship programs. This report is due on June 30<sup>th</sup>.

## **Duties and Responsibilities of the Mentor**

- ✓ Commit a minimum of seven hours a month to the mentorship program including one-on-one meetings with the trainee. Regional group and provincial meetings are in addition to this time commitment.
- ✓ Communicate and educate in an informal, relationship-based adult learning experience utilizing one-on-one consultations with your assigned trainee. A minimum of seven hours per month should be spent with each trainee in these one-on-one meetings.
- ✓ Attend the orientation session, the mid-term retreat and final provincial meeting of all mentors and trainees.
- ✓ Present a short slide talk with ten slides of your work to all the mentors and trainees gathered for the orientation meeting.
- ✓ Attend mentors only meetings which occur after the orientation meeting and mid-term meeting.
- ✓ Attend regional group meetings as required by CARFAC SASK. The mentors, the participants, and CARFAC SASK will arrange activities of an educational nature to coincide with these meetings when possible. Small group meetings will take place in November and March.
- ✓ Assist your trainee to prepare a work plan defining the project that will be conducted during the mentorship program as well as personal and professional goals of the mentorship. This project proposal is due from the trainee on October 4<sup>th</sup>.
- ✓ Submit a one to two page mid-term progress report by February 14<sup>th</sup>.
- ✓ Submit a two to three page final report by June 30<sup>th</sup>.
- ✓ Be available to consult with CARFAC SASK staff on issues related to the mentorship program.

## **Duties and Responsibilities of the Visual Arts Trainee**

- ✓ Commit a minimum of seven hours per month to work with the mentor. Regional group and provincial meetings are in addition to this time commitment.
- ✓ Devote a significant amount of time to her/his art practice during the program.
- ✓ Attend the orientation session, the mid-term retreat and final provincial meeting of all mentors and trainees. The trainee's attendance at these meetings is mandatory.
- ✓ Present a short slide talk with a maximum of ten slides (digital) of your work to all the mentors and trainees gathered for the orientation meeting.
- ✓ Attend regional group meetings as required by CARFAC SASK. The trainee's attendance at these meetings is mandatory. The mentors, the trainees and CARFAC SASK will arrange activities of an educational nature to coincide with these meetings when possible. Regional group meetings will take place in November and March.
- ✓ Attend CARFAC SASK professional development workshops, special interest panels and the CARFAC SASK Annual Symposium when required.
- ✓ Help organize and participate in a group project or retreat.
- ✓ Prepare a two to three page project proposal defining the project that will be conducted during the mentorship program as well as personal and professional goals of the mentorship. Include your budget for materials or other costs. This project proposal is due from the trainee on October 4<sup>th</sup>.
- ✓ Submit a one to two page mid-term progress report by February 14<sup>th</sup>.
- ✓ Submit a two to three page final report and evaluation of the program by June 30<sup>th</sup>.