

CALL FOR ARTISTS/CURATORS TEMPLATE AS MENTORS FOR ARTISTS IN RESIDENCE WITHIN THE FRAMEWORK OF A EUROPEAN UNION PROJECT

OPEN CALL FOR THE SELECTION OF ARTIST OR CURATOR MENTORS INTERESTED IN TAKING PART IN [DESCRIBE THE PROJECT]

In [place] on [day] [month] [year]

[Name of project] is a [description of project] project whose aims are:

1. [Detailed description of the aims]

[NAME OF PROJECT] is a project of [Name of centre].

If appropriate: In this project, (name of centre) is collaborating with [number of partners] partners, with the special collaboration of [if there are any, name of organisation/institution]. The partners in the project are:

1. [Name of centre], [Place]
[Website]
2. [Add all participating centres following the same structure]

I. Mentors for artists in residence

The [name of project] project is opening a selection process for artists and/or curators to take on the role of mentor in the project's programme of artists in residence. The project offers the chance to carry out a period as artist in residence with the support of a professional mentor. The aim is to offer to artists in residence facilities and support in their projects through the figure of a mentor, as an innovative form of support for artistic creation.

II. Open call

An open call is made to be included in a list of artists or curators interested in working as mentors with one of the [number of artists in residence taking part] artists in residence who are taking part in the project during [Number of weeks or months] weeks/months in the [Name of centre]. The time frame for the residencies is:

[first month] [year] - [last month] [year]

[In cases where the mentoring needs to be delivered face-to-face] The mentoring role will take place in situ therefore artist mentors will be selected in the towns and/or countries or regions in which the residency will take place.

The selection of artist mentors will be undertaken by the technical team of the centre, which will constitute the selection panel of external experts as judges/or as members in their own

right, choosing the best-suited professionals for each artist in residence in the light of the projects proposed.

The aim of this project of artistic mentoring is to make the help of experienced professionals available to the artists in residence , from those who have a stable and active professional profile, with good knowledge of the resources and artistic context of the place in which the residency will be carried out.

The proposal is to offer assistance, knowledge and professional experience to the artists in residence. In addition, the mentors will provide liaison and support for the tasks of the artists in residence. The mentors will help the artists in residence to redirect part of their projects, or to strengthen their projects, in the hope of improving their professional profile. In addition, the mentors will help to seek out and find people, organisations, places or materials that the artists in residence need to resolve the difficulties which arise when living in an unfamiliar place. This mentoring should help to speed up the artist in residence's project, reducing to a minimum the disruption and problems of adapting to the place of the residency. In addition, the mentors will help the artists in residence to make connections with the local community and with the artistic reality of the town/country/region to foment a deeper interaction as well as to prepare and deliver a careful presentation of the project and the associated documentation.

Artists or curators who are interested should send:

1. Description of professional profile, highlighting the aspects they consider most interesting for transfer to the artists in residence
2. A summary of their artistic career
3. Their proposal for the mentoring project

III. Candidates

Any adult visual artist or curator from a Member State of the European Union resident in the town or country/region in which the place of the residency is situation may participate.

IV. Financial conditions

Each mentor will receive the amount of [total amount: €XX.XX] with taxes [included/excluded] for the following:

- a) Professional fees for the role of mentor to include fees for any public presentations: €X,XXX [taxes included/excluded]
- b) [If day-to-day expenses are included] Day-to-day expenses. This will be calculated at the rate of €XX/day [taxes included/excluded]
- c) [If travel is included]: Travel: €X,XXX [taxes included/excluded]

The amounts will be paid in two instalments, [XX]% on commencement and [XX]% on completion. [Any additional terms which may be necessary can be added]

V. Terms and conditions

The mentors will pay special attention to the geographic and conceptual area in which the residency is carried out as well as creating a framework for study, analysis and reflection; undertaking to:

1. As well as responding to the specific needs of the artists in residence, the artist mentors will have every [Interval between meetings. For example: every month] a meeting with the host centre to evaluate the residency.
2. Give [number of face-to-face sessions agreed] face-to-face meetings to introduce the artist in residence to the cultural life of the town.
3. At the end of the residency, the artist or curator mentors will be required to present a brief evaluation with recommendations for the artists they are mentoring.
4. The artist/curator mentors must be familiar with the project in which they are taking parts as well as with the specific project of the artist in residence.
5. Period of residency: [Number of weeks or months] weeks/months between [day] [month] [year] and [day] [month] [year].
6. A full-time commitment is not required. Mentors will be required to provide a part-time commitment which must adapt to, and be organised with the agreement of, the artist in residence and the host centre for the residency.
7. The organisers reserve the right to publish the projects and the results obtained from the residencies and the mentoring process.

VI. Submission of documents

The documents must be sent by e-mail to [e-mail address], with subject [title of subject for the e-mail] and must include in a single document in [pdf/doc] format of less than [X] MB

1. Application form
2. Description of the profile of the applicant
3. Proposal for the mentoring process to be carried out in [language in which the text must be delivered] with a limit of X,XXX characters, including spaces [we recommend no more than 1,000 characters].
4. All applicants must accept the terms and conditions of the competition.

Any question related to this competition to select artists in residence should be addressed to the participating centre(s) by email under subject [title of the subject of the email].

VII. Deadlines for submission of applications and announcement of the decision

The last day for submission of applications is [day] [month] [year]. The decision of the directors of the participating centre/s will be made public before [day] [month] [year] on the website/s of the participating centre/s. Chosen applicants will also be notified by e-mail and telephone.

VIII. Evaluation criteria

The following aspects will be positively evaluated:

1. Profile of candidates
2. Gender equality among the selected candidates, subject always to the selection of the best candidates in the competition. This means that quality will prevail over equality, but the question of gender will be taken into account.
3. The capacity to establish lines of communication between the artist and society.

4. The ability to communicate in [language], as well as the language of the artist in residence and the language spoken in the town/country/region of the host centre.

IX. Selection process and final decision

Once the period for submission of applications has come to an end, all applications will be reviewed and applicants who have not included all the required documents or who have not complied with the terms and conditions set will be disqualified.

The selection of artist mentors will be undertaken by the technical team of the centre, which will constitute the selection panel of external experts as judges/or as members in their own right, choosing the best-suited professionals for each artist in residence in the light of the projects proposed.

Applicants may be asked to provide additional information so as to allow the panel to decide whether a given applicant would be a good choice to carry out the mentoring project.

The panel will evaluate projects in accordance with the criteria stated in this document and will communicate the outcome of the selection process through official channels.

If none of the interested candidates is considered suitable to act as mentor to the artists in residence for their projects, the panel shall be entitled to select a mentor by invitation.

X. Acceptance of the terms and conditions

Applicants accept the terms and conditions and will respect the decision of the panel, as well as any change that may arise as a result of external factors.

[Logo of centre] [Name/code name of project]
[If there are more, add the logo of each centre]

[NAME OF PROJECT]

APPLICATION FORM

1. Details of applicant
Name and surnames: [Name and surnames]
Fiscal identification (National ID/Foreigner ID/Passport): [ID number] Valid until: [date]
Home address: [Address]
Country of residence: [Country]
Nationality: [nationality]
Telephone: [Telephone number]
E-mail: [E-mail]
Date of birth: [day-month-year]
Sex: [male/female]
2. CV of applicant.
3. A summary of the professional career (limit X,XXX characters, including spaces) [we recommend no more than 1,500 characters]. The text must be in [language in which the text must be delivered].
4. Proposal for the process of mentoring to be carried out in [language in which the text must be delivered] with a limit of X,XXX characters, including spaces [we recommend no more than 1,000 characters].
5. [If residencies are taking place at more than one centre] Place of residency in which the applicant wishes to act as mentor: [place]
6. All applicants must accept the terms and conditions of the competition.

[NAME AND SURNAMES OF THE APPLICANT]

[SIGNATURE]

In [place] on [day] [month] [year]