

2024 Ceramics Artist in Residence Agreement

Arbutus Folk School's Artist in Residence (AIR) program offers professional development and studio space for artists of the Olympia area. The program's goals are to contribute to a strong and diverse local creative community by supporting emerging artists in ceramics, woodworking, and fiber arts. Resident artists use the school's woodshop, ceramics studio, and fiber lab to complete work during their residency, and are assigned an upstairs space for storage and other needs.

A residency at Arbutus Folk School is an opportunity to grow as an artist, to engage in our thriving community, and to advance the AIR's career. Artists may use the time and space to gain and hone new skills, build up a body of work, connect with a wider community of practice or audience for their work, gain teaching and studio management experience, launch an arts business, or other important goals.

The AIR is a committed and responsible member of our team, contributing to operations and maintenance as a volunteer to ensure students, instructors, and community members enjoy a well-maintained and smoothly operating space. This position is intended for an 8-month duration, and we welcome AIRs to apply to join our teaching staff or find other ways to remain involved at Arbutus after their residency concludes.

Your residency dates will be:

[8 month duration]

Your goals for the residency:

[eg. Gain marketable skills in studio management; build up a body of work for an exhibition or sale; explore and perfect three new techniques]

Expectations

Arbutus Folk School will provide the AIR with

- 24-hour access to the building, and use of tools, equipment, and space in the shop/studio
- An upstairs space dedicated to and shared by all current artists in residence
- Immersion in our growing community, including instructors, students, and guest artists.
- Opportunity to shadow Arbutus instructors to develop skills and confidence for teaching.
- Promotion in our social media, newsletter, and website
- Opportunity to exhibit your work or hold events promoting your work, including for purchase, in our downtown facilities
- Some supplies are allotted to the AIRs from Arbutus stock

The AIR will agree to

- Use the studio space as much as possible and uphold an eight-month commitment.
- Engage with Arbutus instructors, students, staff, and guest artists for an enriching experience.
- AIRs can expect to spend approximately 6 volunteer hours per week on assigned tasks. You will receive training for assigned tasks and will have the opportunity to align your

responsibilities with your interest and experience. Sample Ceramics AIR responsibilities include:

- Wiping down all surfaces
- Mopping floor
- Wash aprons and rags
- Labeling bisqueware
- Unloading kilns
- Let your residency supervisor know if you are ill or taking time off so that we can ensure your responsibilities are covered during your absence.
- Be responsive to emails from office staff and other communications with the team.
- Help us promote you and your residency to the community by providing content for our social media and newsletter, such as photos and quotes. You should provide us with at least one good place to send people who are interested in you and your work – an artist website, social media account, contact email, blog, etc.
- Participate in studio meetings or other Arbutus staff gatherings, and complete a check-in meeting with the Executive Director once every eight weeks.
- By the last day of the residency, remove all work and leave your workspaces and storage areas clean and welcoming for the next artist.
- At the end of your residency, provide a written summary of what you learned or accomplished and, optionally, offer a public event to share your work and accomplishments with our community (e.g. a show, sale, or artist talk)
- Refrain from hosting unrelated social gatherings in the facilities, and do not remove any tools or equipment from the studio.
- Do not disrupt classes and other events held within the studio – please work quietly in your own area while classes are in session. Keep your personal items limited to your upstairs space.
- Ceramics: work closely with the Studio Manager to ensure your work is integrated with the studio's schedule for firing of work.

Arbutus AIR Agreement

If the expectations in this document are not met, the residency may be terminated at any time at the discretion of the Arbutus Folk School Executive team.

Artist in Residence: I agree to the expectations in this document.

Name

Signature

Date

Phone

Email

Address

Executive Director: I agree to the expectations in this document.

Name: Hillary Tully

Phone: 360-350-0187

Email: hillary@arbutusfolkschool.org

Address: 120 State Ave NE #298, Olympia, WA 98501

Signature

Date