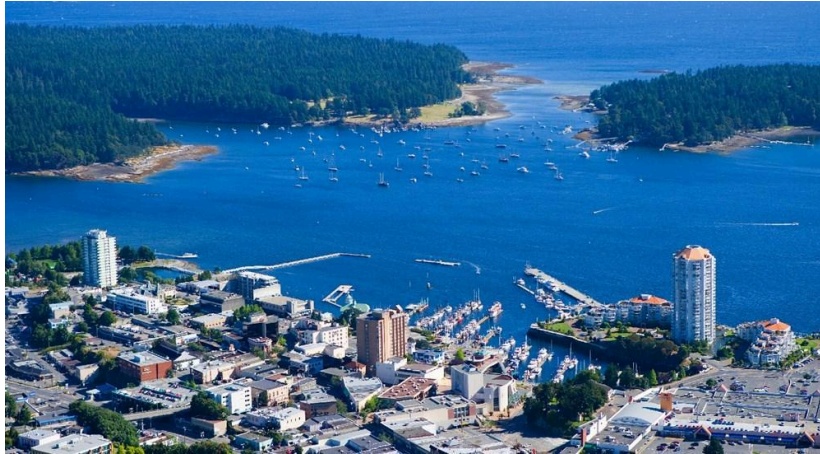


Nanaimo Ceramic Arts Artist-in-Residence Program Application Information

The Nanaimo Ceramic Arts Studio and Gallery is a studio located in the heart of Nanaimo on Vancouver Island. We offer a variety of classes, workshops, drop-in programs and host an Artist-in-Residence three times a year. The dates of the residency terms are approximately: January to May 30th, June 1st to August 30th, and September 1st to December 23rd.



During the residency, artists will have the opportunity to complete a body of work, have the opportunity to show and sell in our gallery and receive guidance in developing a business plan. Artists are provided with 24-hour use of 100 square feet of private space with pottery wheel, table space and storage, electric kilns and pottery equipment. If they wish, artists may apply to host workshops or teach classes, which can bring in a small income. (At Nanaimo Ceramic Arts, teachers and workshop instructors are paid by contract at \$30/ hr subject to change).



Pottery Classroom and Gallery Space

Nanaimo Ceramic Arts offers two different residency formats:

A. Product Creation

To be considered for this residency, applicants are expected to have a firm understanding of their material and be ready to begin producing work for sale. During their time, artists will have an opportunity to:

- Develop a concise body of work and a brand image, with the objective of continued production and sales.
- Development of a catalogue/portfolio.

Assistance with this project will be provided through regular meetings with Bronwyn Arundel, the owner-manager of Nanaimo Ceramic Arts, and directed assignments.

B. Business Development

To be considered for this residency, applicants are expected to have already developed a consistent product line and have some experience selling their work. The objective will be to develop a practical business plan that can be executed after the residency. The unique set-up of Nanaimo Ceramic Arts allows emerging artists to participate and learn within the structure of a small business. During their time artists will have an opportunity to complete a business plan through the following:

- Financial start up costs
- Financial 3 year forecast
- Business objectives
- Market research
- Digital Marketing (website, social media)
- Loan information

Fee Structure

The fee structure for these residences is based upon a work exchange agreement between the Artist-In-Residence and Nanaimo Ceramic Arts. The Artists-in-Residence is required to be **present in their space for a regularly-scheduled minimum 15hrs a week during gallery open hours**. The agreement will require the artist-in-residence to assist with customer walk-ins, gallery sales as well as contributing to studio tasks which help maintain the function and cleanliness of the studio. Details of these commitments will be included in your contract.

Artists are required to pay for their own materials. Clay can be purchased for \$40.00 a bag through Nanaimo Ceramic Arts which includes the unlimited use of studio glazes and firing. We

primarily use white clays (Plainsman), please contact Bronwyn if there is a different type of clay you work with or you have questions about how we fire things.

Safety In The Space

Nanaimo Ceramic Arts strives to be a clean and health- and safety-conscious space. Surfaces are kept free of clay dust and precautions are made to limit dust in the air. We do not use toxic chemicals or materials. This includes gold lusters, or other known toxins in our glazes.

As an Artist-in-Residence, you are expected to be able to work independently in the studio and follow the studio's rules. You are responsible for your own personal safety and the safety of others. You may be charged for any injury you may cause to other persons or damage to equipment or facilities.

Our studio is committed to providing a safe, inclusive, and respectful environment for all participants, fostering a space where everyone is treated with dignity, consideration, and a strong sense of belonging.

Accommodation

We do not currently have housing available for residents, but we will assist in finding a suitable placement. Let us know if you have any specific housing needs and if you are okay with roommates. We are located in Nanaimo's old city quarter. This area of town is walkable so you do not need a car. If you choose to find your own housing, please let us know the location and we can tell you about the area. The average single room in a shared accommodation rental in Nanaimo is approximately \$800/month. The average one bedroom apartment is approximately \$1700-\$1800/month.

Application Process and How To Apply

Priority is given to clay artists but the residency is not limited to ceramics. *Note: no toxic chemicals will be allowed in the studio, including oil paints, adhesives, solvents or dust-creating processes.*

Submissions and any questions can be e-mailed to **nanaimoceramicarts@gmail.com**

When e-mailing a submission, please indicate which type of residency you are applying for and include your full name and the word "Residency Submission" in the e-mail subject.

Artist-in-Residence submissions should provide the following:

1. 1 page CV
2. Artist statement & biography (500 words max.)
3. 8 pictures of current work

4. A word document that includes:

A. Project proposal (1000 words max.)

- Your personal and professional goals for a 3 or 6 month Residency;
- End of residency exhibition proposal
- Preferred dates of residency

B. Business Description: *every artist has different experience levels when it comes to business. Give us a sense of where you are by answering as many of these questions as possible.*

1. Who are you and why are you qualified: what do you think are your strengths in business? Weaknesses?
2. Product: Do you currently have a product line you are happy with? Provide a description, including processes;
3. Sales: Do you currently sell your work? How long have you been selling? What is your average priced item, and how long does it take you to make it?
4. What do you know about wholesale?
5. Business information: Do you have a business name? GST or PST number? Do you carry insurance? (The average liability coverage for shows and teaching is \$5m).
6. Marketing: Who are your customers? Do you know how people respond to your product? Do you have a website or do you use other social media to spread the word about your work?
7. Financial: Estimate how much you will need to start up your own business. How much do you estimate you need to make in the first year? Are you going to need a loan? How much product do you estimate needing to make to cover start-up costs plus hoped-for income (Double that amount; it's a rough place to start).
8. Bookkeeping: do you currently use a bookkeeping program? If not, check out Wave, or Quickbooks. There are a lot of other programs; try two of them out if you haven't already.
9. Location: where do you want to be living and making? Where do you think your work will sell?
10. Please describe in a broad sense what you imagine your business to look like in 300 words or less.

Interested in applying but still have questions? Contact Bronwyn Arundel at nanaimoceramicarts@gmail.com

In the area and want to see the space? We would love to see you in-person! We are open Tuesday to Saturday, 11 AM - 5 PM at 115 Chapel St. in downtown Nanaimo.