# EXPRESSION OF INTEREST

ASWA is committed to offering workshops that the wider community can participate in. Workshops can be specialised /or suitable for all ages and abilities.

If you are an experienced workshop presenter or have training experience, then we welcome your expression of interest in assisting ArtSouthWA in 2024. Workshops and training delivery are paid and fully supported by ASWA.

**SUBMISSION DEADLINE: 30 APRIL 2024 for workshop delivery during the 2024 Southern Art & Craft Trail (September- October School holidays).**

**BACKGROUND**

ArtSouthWA (ASWA) is an incorporated not-for-profit organisation, established in 2000. It is a dynamic organisation that fosters connections, encourages collaboration, and champions the talents of visual artists. Embedded in the Southern region of Western Australia, it is managed by a volunteer Board (7 members), sub committees/other volunteers (15 members) and contracted personnel (2 people).

ArtSouthWA operates all year round. The biggest undertaking is the organisation and delivery of the annual Southern Art & Craft Trail, which celebrates its 21st anniversary in 2024.

Throughout the year we promote our members, grant providers and sponsors through our website directory, newsletters and via Facebook and Instagram. In addition, we deliver skill development activities for visual artists and community members.

# WORKSHOP PRESENTER’S KEY RESPONSIBILITIES

* Prepare and facilitate workshops in communities of the southern region of WA.
* Conduct workshops in a professional manner
* Be able to share knowledge with a diverse range of participants
* Creation and distribution of any printed materials required
* If required, organise any equipment and materials direct with participants
* Provide take home information for attendees if required
* Set up/Pack down venue and ensure it is returned to its original state upon completion
* Seek feedback from participants at the end of the workshop (ASWA will provide feedback forms)
* Provide promotional information and imagery to ASWA

# ASWA RESPONSIBILITIES

* Provide workshop space (this could be your own space)
* Market the workshops, e.g. on ASWA website, Facebook, Instagram and ASWA newsletter
* Co-ordinate workshop enquiries and bookings
* Be available for assistance, if required

# CONTRACT FEE

To be included in your Expression of Interest (EOI)

# MATERIALS

When submitting your EOI, you must specify whether participants need to supply any materials or equipment.

# ELIGIBILITY

* Visual arts qualification and/or industry experience
* Experience in developing and delivering workshops is preferable

# TERMS AND CONDITIONS

Workshops will run subject to minimum numbers being met. Facilitators will only be paid if workshop/course goes ahead.

Some venues have a cap for participants. On average, we believe participation numbers for venues could be approximately 10-25 participants. This can be discussed further when venues are confirmed.

# APPLICANT DETAILS

Name: Click or tap here to enter text.

Contact Person (if different): Click or tap here to enter text.

Address: Click or tap here to enter text.

Phone: Click or tap here to enter text.

Email: Click or tap here to enter text.

Website/social media links (If applicable): Click or tap here to enter text.

Visual arts qualification and/or relevant experience: Click or tap here to enter text.

When would you prefer to run a class? (tick as many apply to you):

Mornings  Afternoons  All Day

Choose an item.**Please outline and attach** a 1-page plan for your proposed workshop including concept, techniques, outcomes and price incl GST if applicable.

# STATEMENT OF ACCEPTANCE

By signing below, I acknowledge that I have read and understood the above EOI Information. I understand that this EOI is subject to funding being received by ASWA and I will be given full opportunity to discuss this EOI as opportunities arise.

Applicant Name:Click or tap here to enter text.

Signature: Date: Click or tap to enter a date.

**Please send this completed EOI** along with any supporting documents (CV’s, references) to [admin@artsouthwa.com.au](mailto:admin@artsouthwa.com.au)

If you do not receive an email confirmation within one week, please email Anne [admin@artsouthwa.com.au](mailto:admin@artsouthwa.com.au) or mobile 0498 194 222 (if no response feel free to send a text message).