

TOWN OF FAIRFAX

Artist in Residence Request for Proposals

The Town of Fairfax requests proposals to fill the Town's Artist-In-Residence program which supports three unique artists. The term is for an approximate two-year period January 1, 2019-December 31, 2020. The position is open to all types of artists (poet, dance, sculptor, actor, musician, etc.). The purpose of the position is to bring the creative experience to the residents of Fairfax.

ABOUT THE POSITION

For the past two decades, the Town of Fairfax has benefited from the services of the Artist in Residence. These artists have given of their time and creative energy to the citizens of Fairfax. Any type of mixed media art is encouraged. Some offerings include: art exhibits, after-school classes for youth, working with teens in the community, art classes for adults, art workshops for the Ross Valley Seniors Club, overseeing art projects in town, and contributing art activities and projects at the Fairfax Festival and the Town-wide picnic. Artist should also maintain their own website as a way to keep the community informed of their classes and events on an on-going basis.

Currently, there are two Artists-in-Residence, one a photographer, the other a fine arts artist. Beginning in 2018, the AIR program grew from one artist to a multi-artists program. The artists collaborative team, which consists of the AIR's and Recreation staff personnel, decided to add a third member to the AIR group. The AIR's work together on projects, and on developing the future art scene in the Town of Fairfax.

The Artist in Residence receives free use of studio space in the Pavilion Loft, free use of other town facilities based on availability for classes and workshops, an annual stipend of \$1,000, and the title of Artist in Residence. The artists must share the space of the Pavilion loft, and it is not intended for public use. The Artist in Residence has considerable latitude in their role as artist for the Town of Fairfax. However, the artists must make proposals to the Recreation Department prior to their event planning and its promotion, provide art assistance and/or programming during the Fairfax Festival and for the annual Volunteer Town Picnic, as well as attend the Parks and Recreation Commission (PARC) meetings to report on activities. The Artist should reside in the Ross Valley region, preference shall be given to Fairfax residents.

PROPOSAL SUBMITTAL

Interested artists should submit 4 copies of a written proposal including the following information:

1. Name, Address, Phone, E-mail, and website or Instagram.
2. Resume of applicable experience and education

3. Three professional/personal references with phone numbers and addresses.
4. An outline of the role of the Artist in Residence and programs to be offered as proposed by the applicant.
5. No samples of work are required at the time of written submission. They will be required at the time of the interview. Proposals should be no more than 5 pages, including attachments. The candidate will be selected on criteria developed by the Fairfax Artists Collaborative committee.
6. Proposers will be notified via e-mail if they are selected for a panel interview tentatively scheduled for the week of **December 10, 2018**.
7. Proposals become property of the Town of Fairfax and will not be returned. Proposers will not be reimbursed for any preparation costs of their proposals.

The written materials should either be turned in or mailed to: Town of Fairfax, c/o Recreation & Community Services Manager, Town Hall, 142 Bolinas Road, Fairfax, CA 94930 Phone: (415) 456-5652. E-mail: mbaird@townoffairfax.org

Deadline: Proposals are due no later than 5:00 p.m. on Monday December 3, 2018.