

TOWN OF FAIRFAX

Artist in Residence Request for Proposals

The Town of Fairfax requests proposals to fill the position of Artist-In-Residence for a one-year term, July 1, 2013-June 30, 2014.

The position is open to artists of all types (poet, dance, sculptor, actor, musician, etc.). The purpose of the position is to bring the creative experience to youth and residents of Fairfax.

ABOUT THE POSITION

For the past several years, the Town of Fairfax has benefited from the services of Artists' working as an Artist in Residence. These artists have given of their time and creative energy to the citizens of Fairfax. Some offerings included: Open Studio times, After-school classes for youth, Creative Fairs open to all ages, working with Fairfax teens at the Youth Center, painting town murals, haunted happenings and face paintings, drum circles, pastels/drawing classes and contributing art activities and energy at the Fairfax Festival.

Our Artists in Residence receives free use of studio space (Pavilion Loft), free use of other town facilities for the purpose of artists functions, a small annual budget (\$400) for supplies, and the title of Artist in Residence. In addition, the Artist in Residence has considerable latitude in the creation of the Artist in Residence role for the Town of Fairfax. It is expected that the artist will collaborate with the Fairfax Open Circle and Arts (FOCAS) program, provide art assistance and/or programming during the Fairfax Festival and for the annual Volunteer Town Picnic, and attend the Parks and Recreation Commission (PARC) meetings to report on activities.

PROPOSAL SUBMITTAL

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

1. Name, Address, Phone and E-mail.
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.

The written materials should either be turned in or mailed to: Town of Fairfax, c/o Parks and Recreation Commission, 142 Bolinas Road, Fairfax, CA 94930 Phone: 456-5652.

Proposals are due no later than May 1, 2013.

Artist in Residence – June 2013

Interview Questions

Preliminary Screening

1. What do you know about this position? Why have you chosen to apply for the AIR position?
2. Why are you interested in this position at this time?
3. What are your hopes for your professional and personal development within this position? In general?

1 hour limit- Interview with Panel

GENERAL:

1. Tell us about yourself and why you have decided to apply for this position?
2. What skills do you feel make you the best candidate for this position?
3. The AIR position requires a strong sense of initiative. We are in the process of re-defining the AIR position and want to work with the new AIR to help define it? Can you describe a project or idea (not necessarily your own) that was implemented successfully primarily because of your efforts.
4. What motivates you to do your best work?

Youth and Community Work: *Part of the AIR position is working with FOCAS to create and implement art classes and also to volunteer during the festival or town picnic to create art and craft projects?*

1. Give me an example on how you've played a role in creating community? What was required? How did you do it? How was it challenging/successful? How did it go?
2. Tell us about the experience you have had working with children and adults in a class setting? What knowledge and skills have you gained that will help you in this position?
3. An important part of the AIR role is to serve as a liaison to increase and strengthen communication between the Town of Fairfax, PARC and FOCAS and to the community at

large. Understanding that you would be the face for the Town of Fairfax, how do you foresee yourself developing relationships with all the stakeholders involved?

4. In your experience what have you found to be the characteristics of a successful Artist in Residence program? As a working artist what skills or tactics would you see yourself avoiding or emulating to make this position successful?

Conclusion to interview:

Provide hiring timeline

Ask candidate if they have any additional questions

AIR Candidate Evaluation Form

Education / Training (ideal candidate would have BFA or BA)

The candidate has the necessary education and/or training required by the position.

_____ Exceeds requirements

_____ Meets requirements

_____ Needs a little more training

_____ Doesn't meet requirements

Comments:

Work Experience

The candidate has prior work experience that is related to the position.

_____ Extensive experience

_____ Meets requirements

_____ Not related but transferable skills

_____ No prior experience

Comments:

Skills (Technical)

The candidate demonstrated to your satisfaction that he/she had the necessary technical skills to perform the job successfully.

_____ Exceeds requirements

_____ Meets requirements

_____ Needs a little more training

_____ Doesn't meet requirements

Comments:

Leadership Skills

The candidate demonstrated to your satisfaction that he/she had the necessary leadership skills to perform the job successfully.

_____ Exceeds requirements

_____ Meets requirements

_____ Needs a little more training

_____ Doesn't meet requirements

Comments:

Interpersonal Skills

Communication: articulated ideas clearly both written and orally.

_____ Exceeds requirements

_____ Meets requirements

_____ Needs a little more training

_____ Doesn't meet requirements

Comments:

Teamwork

Demonstrated the ability to work well in a team and with superiors, peers, and reporting staff.

_____ Exceeds requirements

_____ Meets requirements

Community Knowledge

The candidate understands the Fairfax community and is willing to do outreach and projects that are relevant.

_____ Exceeds requirements

_____ Meets requirements

_____ Needs a little more training

_____ Doesn't meet requirements

Agreement for the Town of Fairfax Artist in Residence Program

This agreement is made and entered into by and between the Town of Fairfax, hereinafter referred to as "Town" and **Shoshana Parry and Sam Parry**, hereinafter referred to as "Artists in Residence" as independent contractors, for the term of **July 1, 2009-June 30, 2010**.

Whereas, the Town desires to conduct a Program in which the Artists occupy studio space provided by the Town and make available their art to the Town as a community resource for the benefit of the citizens of the Town of Fairfax (hereafter referred to as "Program") and,

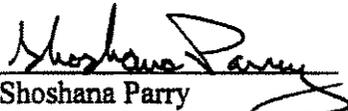
Whereas, the Artists in Residence represent to the Town that they are qualified, competent, and experienced in their fields of artistic endeavor, and can organize and implement said program. The Artist in Residence are solely responsible for the content of the program.

Therefore, it is mutually agreed as follows:

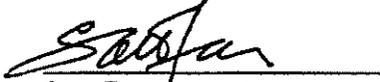
1. The Artists will be allowed the exclusive use of the art room (Loft) of the Fairfax Pavilion and an adjoining storage room (the "Premises") for the term of this agreement for the purpose of conducting the Program and storing works of art and supplies.
2. The Artists in Residence will offer creative art programming to the residents of the Town for the Term of this agreement. The Program may consist of classes, art exhibits, newsletters, public art projects, exhibitor fairs, celebrations, or any other activities that enrich community interaction with creative pursuits. The Artists in Residence also agree to provide art assistance and/or programming to the Fairfax Festival and to one other community event to be coordinated through the Parks and Recreation Commission.
3. The Artists in Residence are encouraged to use the Premises for their personal art projects, and are expected to host a showing of work created while in residence at

least once during the term of this Contract, in a public space to be approved by the Town.

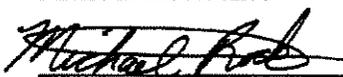
4. The Artists in Residence will be responsible for the routine care of the Premises during the conduct of the Program.
5. The Artists in Residence will provide periodic reports to the Parks and Recreation Commission which shall include:
 - Records of participation in the programs offered
 - Description of activities
 - Proposals for future activities which require Parks and Recreation support and input
 - Financial reports on events held that include a fee to the public
6. Either party may cancel this agreement with 30 days written advance notice. Upon notice, the Artist in Residence will vacate the premises and remove all personal property within the 30 day period. Any property remaining on the Premises will become the property of the Town of Fairfax. Any damage to the Premises beyond normal wear and tear shall be the responsibility of the Artists in Residence.
7. The Artists in Residence receive a yearly stipend of \$400. Receipts must be submitted for reimbursement to occur. Any revenue generated from the Artists-in-Residence activities or special events must be submitted to the Town of Fairfax Finance Department. Reimbursements will be made for expenses associated with special events or activities.


Shoshana Parry
Artist in Residence

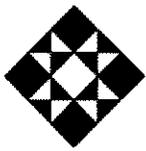
6.24.09
Date


Sam Parry
Artist in Residence

6/24/09
Date


Michael Rock, Town Manager
Town of Fairfax

7/8/09
Date



CommunityActionMarin

CAMPrograms

June 10, 2013

Dear Fairfax Town Council:

As Executive Director of Community Action, I'd like to take this opportunity to address an issue currently before the Fairfax City Council regarding the Town's Artist in Residence program. This engaging program which you have so thoughtfully maintained for over 20 years has provided our young citizens with a platform to express themselves through the arts, while fostering cognitive and developmental skills that serve them and our community later in life. We applaud your ongoing efforts and offer our support as you begin this new program year thorough the Fairfax Town Park and Recreation Department.

An important component of this program of course is the individual selected to teach and coordinate this arts program. I was extremely pleased to learn that Matt Tasley, an employee of Community Action Marin's Mental Health Program and a respected leader of our CARE TEAM not only applied for the position of Artist in Residence, but was interviewed by the Fairfax Park & Recreation Commission which unanimously recommended his appointment to the Fairfax Town Council at your June 5 meeting. As the only one of three candidates who fully complied with the application and interview process, attending the June 5th Town Council meeting with his art on display, it appeared that his aspirations of becoming "Fairfax Artist in Residence" would be fulfilled. Unfortunately that was not the case.

I fully understand that Matt has not been precluded from the appointment, and procedural steps in these type of Council appointments can occasionally deviate from the norm, but when a highly skilled individual from an historically disenfranchised group so enthusiastically expresses an interest in contributing to the betterment of his community, perhaps even greater value should be placed on his range of qualifications. The personal mental health challenges Matt successfully meets each day have made him a valuable asset in Marin County's mental health service system, CAM's CARE TEAM, and the mental health residents he helps every day. I would submit to you that it's his widely recognized artistic talent, as well as successfully managed

Marin Head Start Program

Mental Health Services

Enterprise Resource Center

Linda Reed Activities Center

Peer Counseling Program

Warm Line

CARE Outreach Program

Patients Rights Advocacy Program

Homeless Services Program

Family Partnership Program

STAR Program

Prosperity Partners

Home Energy Assistance Program (HEAP)

Emergency Family Needs Fund

Bolinas Children's Center

Fairfax Youth Project

HIV/AIDS Services

Marin Jobs & Career Services

Marin Asian Advocacy Project

CAM Central Kitchen

Marin Community Child Development Programs:

Canal Childcare Center Campus

Old Gallinas Children's Ctr. Campus

Inica Bailey Infant & Toddler Campus

Marin Learning Center Campus

Manzanita Children's Center Campus

Hamilton Children's Center Campus

Novato Children's Center Campus

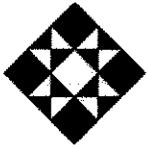
Family Day Care Home Network

Fiscal Agents for:

Southern Marin Hot Meals Program

Marin Environmental Housing Dialogue

I.S.O.J.I.



CommunityActionMarin

CAMPrograms

disability makes Matt uniquely qualified to serve as Fairfax Artist in Residence.

Although appointing an "Artist in Residence" in itself isn't the most important issue on this Council agenda, the broader issue of "inclusiveness" however can provide this body with the rare opportunity to address two important social issues through one simple action. Utilizing Matt's obvious artistic talent and ability to help others find their own creative, expressive self, will also give this Council the opportunity to observe and work with a truly amazing member of our community.

I urge the Council to unanimously support the appointment of Mr. Matt Tasley as the Fairfax Artist in Residence.

Sincerely,

G. Theller

Gail K. Theller
Executive Director

Marin Head Start Program

Mental Health Services

Enterprise Resource Center

Linda Reed Activities Center

Peer Counseling Program

Warm Line

CARE Outreach Program

Patients Rights Advocacy Program

Homeless Services Program

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Marin Learning Center Campus

Manzanita Children's Center Campus

Hamilton Children's Center Campus

Novato Children's Center Campus

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