

# Creative Advisory Group Information Pack and FAQs

1500 words / 5-6 minutes read

Please note, all Arts House activities operate under a COVID Safe plan and within current government restrictions.

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## Contact

If you have read this document but still have questions, please contact:

Emily Sexton  
Arts House Artistic Director  
[eoi.artshouse@melbourne.vic.gov.au](mailto:eoi.artshouse@melbourne.vic.gov.au)  
0447 570 178 (text only)  
(03) 9322 3720

# Overview

The Creative Advisory Group (CAG) is a regular and collaborative form in which significant conceptual and curatorial questions for contemporary arts practice relevant to Arts House's work are examined and shared.

Its purpose is to ensure the Arts House Creative team are consulting widely, thinking broadly and engaging rigorously in contemporary cultural thinking and concerns, while also consistently refreshing circles of knowledge and networks. For CAG members, the forum provides transparency to Arts House's curatorial process, and enhances an environment of safety, care and reflection in our work.

The Creative Advisory Group represents one strand of our Curatorial Methodology. You can read about our other approaches [here](#).

The CAG is not a Board and does not carry financial direction. Arts House is part of the City of Melbourne: its governance is via City of Melbourne Councillors, and the Arts and Culture Committee led by Chair Councillor Jamal Hakim and Deputy Chair Elizabeth Doidge. The Arts House team are part of the Creative City Branch, led by Director Justine Hyde.

**Applications for Arts House's Creative Advisory Group are open now, and close Monday 7 March.**

Click [here](#) to apply.

Read the following for more details:

- [Listen to the audio about Creative Advisory Group – available W/E 4 Feb](#)
- [Watch the Auslan video about Creative Advisory Group – available W/E 4 Feb](#)

## Key Dates

- EOIs open: Fri 28 January
- EOIs close: Mon 7 March
- Notification: Wed 16 March
- First Meeting: Mon 4 April

# Access and Inclusion

## 1. How is the Creative Advisory Group EOI process accessible to me?

Creative Advisory Group EOIs are submitted using Microsoft Forms. You do not need to sign-in or register to use this platform.

We want you to apply in the format that is easiest for you. You can submit these formats through the Microsoft Forms platform:

- Written
- Video
- Auslan video (we can arrange interpretation of your video if needed)
- Audio

If you need to submit your EOI outside of Microsoft Forms or have access requirements that mean an EOI via a recorded Zoom conversation, Auslan, word document or another method would work best, please get in touch with us prior to the closing time to discuss – contact details above.

- Watch the Auslan video about Creative Advisory Group – *available W/E 4 Feb*
- Listen to the audio about Creative Advisory Group – *available W/E 4 Feb*

## 2. Closing date

Creative Advisory Group EOIs close **Monday 7 March, 5.00pm AEST.**

If you are unexpectedly unwell or experience some other kind of last minute interruption that means you will not be able to meet this deadline, and require a few additional days, please get in touch with us prior to the closing time to discuss.

Arts House is committed to answering any questions you have about this EOI process, so please get in touch - see contact details above.

### **3. How will Arts House support my access or inclusion needs, if I am selected?**

We encourage you to let us know how we can best support your participation in the Creative Advisory Group. There is a question in the EOI where you can outline your access needs.

Arts House has financial resources available to ensure that meetings with Creative Advisory Group can be attended by support people for key collaborators where needed. The support person can be identified by the artist/collaborator, or sought and supplied through Arts House's networks. You can identify if you require this in the EOI process.

### **4. Does Arts House have a dedicated access officer who can support me?**

Currently Arts House does not have a designated access officer. We have an internal working group with representatives from each department who manage and report on the [Disability Inclusion Action Plan](#) and can provide additional support and assistance when required.

## **About the EOI process**

### **5. What does my EOI need to include?**

EOIs are made through the Microsoft Forms. Apply [here](#).

The questions you will be asked are:

- Why do you want to be part of the Creative Advisory Group?
- How would you describe Arts House's role in the sector?
- What questions or topics would you like to explore with the Creative team and other members of the Creative Advisory Group?
- Please share a short bio of your recent creative practice and/or work in and amongst creative communities.

## **6. What is the selection process?**

Your Creative Advisory Group EOI will be reviewed the Arts House Creative team and Leadership team – [view our team here](#).

Notifications will be made in mid-March to all applicants.

## **7. What are the selection criteria for Creative Advisory Group?**

In answering the questions, you'll need to respond to three selection criteria:

- Knowledge and experience across artforms
- Knowledge of the Australian arts landscape, and how Arts House plays a role
- Knowledge and connection to our local community

## **8. Will I receive feedback if my EOI is not selected?**

While the Creative team do provide feedback on project and artist proposals, for this particular opportunity we will not be providing feedback.

## **9. Can I discuss my EOI with someone before submitting?**

Yes! Our Artistic Director Emily Sexton is available to answer any needs or questions you have about this EOI process, so please get in touch - see contact details at the top of this document.

## **About the program**

### **10. Who is Creative Advisory Group for?**

The Creative Advisory Group is for Australian based independent artists, curators or individuals in collectives and small to medium companies. The Creative Advisory Group is primarily for creatives that are mid-career or established in their practice.

We encourage EOI submissions from those with an experimental arts practice.

We encourage EOIs from artists who self-identify as First Nations, people of colour, culturally diverse, LGBTQIA+ as well as artists who identify with Disability, D/deafness, neurodiversity or chronic illness. We want to support the diversity of lived experiences in the artistic community and particularly encourage multiple- marginalised artists to submit EOIs.

**11. How many members of the Creative Advisory Group are there?**

The Creative Advisory Group comprises up to 10 individuals, who are appointed via a public Expressions of Interest process that is assessed by the Arts House Creative team. Meetings may also include representatives from across the City of Melbourne, attending on a basis relevant to the topic.

**12. Where does Creative Advisory Group take place?**

Meetings will take place at North Melbourne Town Hall, pending COVID-Safe directions by State Government and City of Melbourne.

You can [view Arts House spaces here.](#)

**13. Can I participate in the Creative Advisory Group remotely?**

The Creative Advisory Group is intended to meet in person, however we understand that this might not suit everyone in the group due to a range of factors. If you need to work remotely we can find solutions to support this.

**14. When will meetings of the Creative Advisory Group happen?**

Meeting dates for 2022 are:

Mon 4 April, 2-5pm

Mon 4 July, 2-5pm

Mon 31 October, 2-5pm

CAG members are required to attend 4 Arts House shows each year (and will receive a single complimentary ticket to each show). Membership is a 2 year commitment, and attendance at meetings is compulsory.

## **Fees**

### **15. What financial resources am I offered if successful?**

Each member is paid a \$2000 honorarium per year, plus workcover and superannuation. If support persons are required they will also be remunerated if necessary..

### **16. Do I need to be auspiced?**

You do not require to be auspiced to receive this fee. You will be issued a contract from Auspicious Arts and Arts House to undertake this role and can invoice with a valid ABN. If you do not have an ABN you will need to complete a Statement by Supplier form.

## **Got a Question?**

If you have read our documents but still have questions, please contact:

Emily Sexton  
Arts House Artistic Director  
[eoι.artshouse@melbourne.vic.gov.au](mailto:eoι.artshouse@melbourne.vic.gov.au)  
0447 570 178 (text only)  
(03) 9322 3720

National Relay Service (NRS)

TTY users: phone 13 36 77 – then ask for – 03 9322 3720

Speak and Listen users: phone 1300 555 727 – then ask for – 03 9322 3720

Internet relay users: connect to the NRS ([internet-relay.nrscall.gov.au](http://internet-relay.nrscall.gov.au)) – then type in – 03 9322 3720