



Guidance Notes On Applying To Join Source:artists

Please read before completing the application form

Source:artists is an on line searchable resource of disabled artists working across the UK. Source:artists is available free to users from the Full Circle Arts web site www.fullcirclearts.co.uk

Source:artists aims to be a powerful marketing tool for Disabled artists. It offers opportunities for artists to 'sell' themselves to potential employers.

The site is pro-actively marketed, to ensure it is used by prospective employers, therefore increasing employment for represented artists across the region and the UK.

In order to achieve this, it is vital that Source:artists represents high quality artists from a broad spectrum of disciplines. Source:artists is a resource for professional artists and those artists aiming to work professionally. We regret we cannot represent those people who view their art form as a 'hobby.' We apologise for the length and complexity of the application process but this is to ensure we can offer you maximum opportunity to market yourself and to give potential employers as much information as possible. Some of the questions also relate to monitoring the number of disabled artists, their location and their level of activity - a level that we hope will increase with the support of this initiative.

PLEASE NOTE that Source:artists is only for artists who identify themselves as disabled people. However it is entirely up to you whether or not you wish to publicise/market yourself as a disabled artist on the website.

Featured Artist

You are here: Artists

My Basket

Join

About

Welcome to our Artists Section

Source : Artists is a resource of professional artists and practitioners working across the whole spectrum of creativity and arts management. Click the links on the left hand side of the page to find out about Source : Artist's and how to join, otherwise enjoy searching and browsing.

Browse by Artform

- **Literature** poetry, storytelling, scriptwriting etc.
- **Media and Digital** graphic design, video games etc..
- **Music** singing, music writing, playing etc..
- **Performing Arts** stage design, costume design, make-up, etc..
- **Public Art** street theatre, carnivals etc..
- **Visual Arts** painting, sculpture, photography etc..

Browse by Disipline

- **Arts Managers / Consultants**
- **Participatory Artists**
- **Practising Artists**

Search by Keyword

Enter search text here

Browse All Artists



[contact us](#)



website design © Full Circle Arts 2005 built by idaho

[links](#)

- Please read these guidance notes carefully before completing the application form.
- Choose your preferred method of application. You can complete a paper application and post it to us, complete the application on-line by downloading the application form from the web site, or make an appointment with Full Circle's Information Officer to come in and complete it face to face.
- Post, email or fax to us!
- Your application will go the next available panel meeting who assess the suitability of each applicant. You will be notified within seven days of the panel meeting of their decision.
- If successful, your details will be transferred onto Source:artists and will be made available on line
- You will be contacted every six months to see if you wish to update your entry. All entries must be up-dated at least once every twelve months.

Application Guidance Notes

Questions in **black** will NOT APPEAR on the site and are for Full Circle administration purposes only. Only those questions in **purple** are the information that will be seen on-line.

1. Contact details

We wish to use your name to advertise each artist. This should be your 'artist' / trading name if it is different from your own name. Your own name if different will NOT appear on the website.

1.1 How far are you willing to travel?

Source:artists is funded first and foremost to support artists in the North West. However our existing artists database has proved extremely popular with both artists and employers from all over the country and we intend to include any artist resident or working in the UK. Artists willingness to travel will differ greatly so please state how far you are willing to travel for a one off session (i.e. a weekly community arts workshop of 2 hours) and how far you would be willing to travel for a longer term contract i.e. a 3 week project.

2. Access requirements

Please state briefly your access requirements. You only need to include requirements that are directly related to your working environment. These will not appear on the website but are used by Full Circle Arts to ensure that your requirements will be met by your employer.

3. Types of practitioner

3.1. A We wish to differentiate between those artists that are established and experienced and those that are new and emerging. This is in order to acknowledge the breadth of experience that established artists have and help us to provide support and training to those that are new in their careers. Please complete according to the criteria stated on the application form. This will appear on your web page.

3.1. B Users of the resource will be given a choice of what sort of practitioner they are seeking. We wish to support all areas of arts activity and so therefore will offer users a choice between:

Commissioning Artists

By commissioning artists we mean those artists that work alone or with other artists to develop their own work or in response to commissions. E.g. An actor working in theatre and television, visual artist working towards an exhibition.

Community Artists

By community artist we mean artists that facilitate and develop community based arts activity with a specific group e.g. young people. Please take particular note of question 3.8

Arts Managers

By arts managers we mean those people working in the fields of arts management, administration, teaching, training and consultancy.

You may tick all those that apply to you.

Artists Web Page

Source:artists offers artists their own web page in which to promote themselves and show their work. This could be pictures of your work or you doing your work (for which you will supply the alt tags which are a brief text description of the picture for blind and visually impaired users using screen readers). It could be a couple of poems or copies of press reviews of your work. This will be a blank page for you to use as you wish to promote yourself and/or your work and will also include a direct link to your own website if you have one.

In addition to the personal web page there will be space in which artists can have images, photographs, publicity - visual materials the artist wishes to make available on the web through our gallery. We regret we will **not be able to show** video clips.

Each month we shall also highlight one artist and their work will have a direct link from our home page as well an article/interview with that artist in the artists section.

3.2 Which art forms do you regularly practice?

Please only include those art forms that you are regularly commissioned, employed or are trained to deliver. For example if you are an actor but paint as a hobby DO NOT include painting / visual arts. If you have just completed your degree in photography but were part of the university drama club DO NOT include acting.

3.3 Arts Training.

We appreciate that many people come into the arts through non-educational / non-traditional routes. However, those with a formal qualification may wish to have that stated on their web page. The answer to this question will not show on the web page. Please include this information in a one to two sentence summary under 3.5 the statement of your current practice.

e.g. Helen has a degree in performing arts. She graduated from Manchester Metropolitan University in 1994

or

Helen has been working as a professional performer for the last ten years.

3.4 Which statement best describes your working practice?

We require this information to tell us the level of arts practice amongst disabled people compared to non-disabled practitioners. Please tick only one box or complete the 'other' section.

The application form also asks for the barriers you feel you face in working to the level that you wish to. Full Circle Arts can then aim to address some of the barriers facing your career development.

3.5 Brief statement on your current practice

This is your opportunity to sell yourself to potential employers. Include details of your arts practice and most recent experience. You only have 150 words. The easiest way to approach this is to write down everything you want to say and then edit down to the 150 words. Please write it in the third person in order for the resource to have a consistent 'style'

e.g. After graduating from MMU in 1994, Helen set up a theatre company that toured to schools and youth centres. In 1998 she travelled to Brazil to work with Augustus Boal...

3.6 Please write a one sentence as a summary of your practice (Maximum 15 words)

Users will be given a list of all the artists that meet their requirements e.g. A list of Community artists who work in the field of drama. The page will list the artists' names and a 15 word (max) sentence summarising their work.

e.g. Helen: Accomplished writer, drama worker and workshop facilitator
 specialising in work with young people.

Users can then click on the artists name to receive their full details.

Once accepted on Source:artists we shall require you to supply a small photograph of you **or** your work that will appear as a small thumbnail picture here and as a larger version on the page containing your full details.

3.7 Two most recent engagements

Please supply a maximum 30-word statement outlining your two most recent engagements

3.8 Community Artists

Artists describing themselves as a Community Artist must complete the questions relating to a Criminal Records Bureau Check.

3.9 Artists with an Agent

Many of our artists particularly actors have agents. Depending on the type of agreement you have with your agent you may wish to inform your agent before submitting your application form. You may also be required to notify them when you receive offers of employment through Source:artists you will need to enter your agents details here if you wish us to do this for you.

4 Communication

Please tell us your preferred communication method.

What happens next?

Send the application form to us on the address provided on the form. **Please enclose a copy of your most recent CV** - this will provide FCA with more detailed information to convey to prospective employers when they enquire.

Your application will go to the next available panel meeting. The panel is convened purely to assess applications to Source:artists and to ensure the resource has a consistently high standard. The panel is made up of Full Circle Arts' Artistic Director, Arts Development Officer, a Source:artist member and an invited guest from Manchester's arts infrastructure.

All applicants will be contacted after the panel meeting to discuss the outcome.

If your application is successful, our Information Officer will process your application and ensure your details are entered onto Source:artists. You will also be asked to supply any materials for your own web page if you choose to have one and a small picture that will go on your 'artist details' page. You will be given the date your entry will appear live on-line.