

# **New Art Center**

## **Curatorial Opportunity Program Guidelines**

### **Extended Deadline: Monday, May 12, 2008**



### **Curator Workshop & Information Sessions:**

**Monday, October 22, 2007, 7 – 9 pm**

Ceci Mendez, Director of Exhibitions & Community Partnerships, NAC

**Monday, February 12, 2008, 7 – 9 pm**

Jen Mergel, Assistant Curator, Institute of Contemporary Art, Boston

Each workshop is \$5 at the door payable by cash or check.

### **Intention**

We are currently accepting proposals for exhibitions for the 2008-2009 exhibition cycle (September 2008 – May 2009) to be installed in the Main Gallery of the New Art Center in Newton (NAC). The Center has a 30-year tradition of using the Main Gallery for group exhibitions (two persons or more) curated by an exhibiting artist or independent curator. Since May, 1991 we have continued this tradition through a public call for proposals.

### **Scope**

Proposals can involve works in a single medium, embrace several mediums, or combine visual arts with poetry, music, film, dance, or other performance. They can be organized around aesthetics or technique; or have social, cultural, historical, intellectual, or political concepts behind them. Proposals that focus on cultural diversity or include artists of diverse backgrounds are encouraged. Proposals that include one or more educational components are strongly encouraged (see 'proposed public presentations' under Criteria, below). Curators who are artists themselves may include work in the exhibition, but it should not be the central focus.

### **Gallery Space**

The Gallery is the main hall of a former church, with 25-foot vaulted ceilings, substantial natural light, and 10' x 6' movable modular wall panels. The space is approximately 2,000 square feet, with an average width of 39 feet and length of 50+ feet. A maximum of 320 linear feet of wall can be set up. A visit to the gallery prior to application is advised and encouraged.

### **Support**

For each exhibition, the Center provides a curator's stipend of \$1000 to be applied to exhibition related expenses at the curator's discretion. The stipend is awarded after the opening reception. Curators and artists are welcome and encouraged to consult with the New Art Center to seek outside funding to enhance their exhibition presentation or invitation, or to provide for additional advertising. The Center receives a 35% commission on all sales.

The Center provides:

- a set budget for printing and postage of a postcard invitation
- press releases including CDs with images to press venues
- advertisements and listings in Art New England and artscope
- duplication of material for distribution at the exhibition
- gallery signage
- insurance up to \$100,000 of work on-site
- physical assistance in preparing the space
- an opening reception with refreshments
- refreshments at a Gallery Talk or public program

The Center does not provide (or pay for):

- transportation of artworks to or from the site
- unusual installation construction

## Criteria

The Center's decision to award a 2008 - 2009 exhibition opportunity to a particular proposal will be based on:

- **Quality of the work to be shown.**

While submission of artists' resumes is required, artists who do not have substantial exhibition records will be considered.

- **Clarity, subtlety, and power of the underlying concept.**

We require exhibitions to have an articulate central idea convincingly presented by the work shown. This idea must be expressed in a brief curator's statement of concept. This is required whether the central idea is simply strong aesthetic resonance between works in a single medium, or complex theoretical or academic dialogue presented across multiple mediums.

- **Proposed public presentations.**

NAC is an educational institution, and proposals are expected to include an educational component connected with the exhibition. This can consist of a panel discussion, gallery talk, ongoing interactive presentations, activities geared toward engaging the Center's daily student population, or related presentations and/or performances in other mediums (dance, film, etc.).

- **Capability of the curator to carry out the project.**

In addition to working with the Exhibitions Director on the exhibition design and installation, curators are also responsible for communications with the artists. This includes assuring timely delivery of press materials, adherence to agreed-upon artwork delivery and pickup times, etc. The curator and artists are expected to work with the Exhibitions Director to assure all necessary tasks are accomplished (i.e. installation and removal of work; assistance with gallery sitting and public programs).

## Eligibility

All artists are eligible regardless of race, ethnicity, gender, belief, national origin, sexual orientation or physical disabilities. While artists and curators from the greater Boston area are encouraged to participate, there are no geographic restrictions. Please keep in mind that NAC does not pay for travel expenses.

## We will not consider

Proposals for one-person exhibitions; proposals that include a general call to artists; proposals which do not include a statement of concept; proposals which need financial support from the Center beyond the usual stipend and service (see Support); proposals which are late or incomplete; proposals which are inappropriately scaled for the Main Gallery (see Gallery Space); or proposals which have unusual installation requirements.

## Review of Applications

Applications are reviewed by a panel/committee of professional artists, educators, museum personnel/staff, and NAC staff. The panel reviews the application and support materials for the quality of work, educational potential, and clarity. NAC staff may contact applicant's professional references and/or request to meet with finalists as part of the selection process. The review process may also include a phone interview or studio visit to view actual work.

## Dates

Extended Deadline: **Monday, May 12, 2008.**

Curator's Workshop and Information Sessions: Mon., Oct.22 & Mon., Feb. 12, 7 – 9 pm in the Main Gallery.

The in-our-hands (not postmarked) deadline for the receipt of proposals is **Monday, May 12, 2008. There will be no extensions.** COP awards will be announced to the recipients by June 16, 2008. If a SASE or packages with return postage is included, CDs/slide carousels will be in the mail by June 30, 2008. Otherwise, carousels must be picked up in the Center's office between June 23 – June 27, 2008. **No phone calls please. The Center will determine the time slot for COP exhibitions. Lack of scheduling flexibility must be stated in the application and may affect the committee's decision.**

The COP Guidelines, Application form, and Image List can be downloaded from the New Art Center website: <http://www.newartcenter.org> Click on "Special Programs", then on "Curatorial Opp. Program."



## Application for COP Exhibition Proposal 2008 – 2009

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Please include the following information. (Incomplete applications will not be reviewed.)**

**1) 20 copies of the Curator's Statement of Concept** (1 - 3 pages total). The curator's statement must begin with a one-paragraph summary of the curatorial intention of the show and should address how each of the artist's work relates to the central concept.

**2) 20 copies of the Image List. We are accepting Slides OR Digital Submissions.** Image Lists are available for download from our website. The Image List must be numbered in accord with the image's numerical position in the slide tray or on the CD. You may create your own version of the Image List. The list must include (for each work):

- Artist's Name
  - Image Number
  - Title of work
  - Date
  - Medium
  - Dimensions
  - 'A' (for actual work to be exhibited) OR 'R' (for representative of work to be exhibited)
- Inclusion of 'actual' slides is encouraged. Inclusion of only 'representative' slides may affect the committee's decision. Artists whose slides have been submitted must have agreed to participate prior to submission.

**The Statements and Image Lists must be collated so that one copy of each Statement is stapled to one copy of each Image List.**

**3) IMAGES:** Please note that submissions to the COP must be ALL digital or ALL slides. No combinations!

Slide Guidelines: **A maximum of one 80-slide Kodak carousel** (maximum 12 slides per artist) with slides correctly positioned in tray. We cannot accept loose slides, slides in sleeves, 140-slide or any other non-standard carousel. There have been missed opportunities because of failure to present slides correctly.

Digital Images: As with the slide carousel, a maximum of 80 images will be reviewed. Please submit images on a CD labeled with the Curator's name and the Title of the proposed exhibit. This CD must be viewable on a MAC or PC. Images on CD should be labeled 01, 02, 03, 04, 05, etc. followed by the artist's last name. This numbered list must correlate exactly with the Image List. Image format must be jpeg and should be 300 dpi with a max vertical size of 8 inches, or max horizontal size of 10 inches. Please note: image submissions will be projected, and will not be viewed close up from a computer screen. Images should be oriented correctly. The image quality is very important for work to be projected well. Please do not send images more than 300dpi.

Video tapes or DVDs will be accepted only when it is impossible to present the work in slide or digital image form (ie: if the submitted work involves sound, moving images, performance.) Submit one copy of a video no longer than 5 minutes and cued to the desired spot.

**4) Resumes and references:** Include one copy each of the resumes of the curator(s) and each of the participating artists. Curators must also submit contact information for 3 professional or academic references.

**Please tell us how you heard about New Art Center's COP call for proposals:**

\_\_\_\_\_ Listing in \_\_\_\_\_  
\_\_\_\_\_ NAC Website  
\_\_\_\_\_ Postcard announcement in the mail  
\_\_\_\_\_ Picked up postcard announcement at \_\_\_\_\_  
\_\_\_\_\_ Other \_\_\_\_\_

**Deliver or mail this form & completed applications so that they are received by Monday, May 12, 2008 to:**

**Ceci Mendez, Director of Exhibitions & Community Partnerships / New Art Center / 61 Washington Park / Newtonville, MA 02460** Questions? Please contact: [ceci@newartcenter.org](mailto:ceci@newartcenter.org) or (617) 964-3424