



Thank you for inquiring about the possibility of becoming a ClaySpace Resident Artist. This material describes the responsibilities, requirements and benefits of Resident Artists, an overview of the selection process and an application form. Please review all material carefully so that you don't delay processing of your application. If you have any questions, please call, 630.393.2529.

The mission of ClaySpace Ceramic Arts Center, a 501(c)(3) nonprofit organization, is to develop, sustain and promote a not-for-profit art-centered community that provides outstanding educational, artistic and collaborative programs in the ceramic arts to its resident artists and to the general public.

Consistent with our mission, Resident Artist positions are available to a preset number of individuals (18 or older) each quarter year. The total number of positions is determined by the constraints of the studio and reviewed by the Executive Board at the start of each new quarter. Their recommendations are taken to the next following Resident Artist meeting for a vote. The quarters are: January 1st through March 31st, April 1st through June 30th, July 1st through September 30th, October 1st through December 31st. You will also be required to pay a deposit that will be refunded when you leave if you are in good standing.

Resident Artist in Good Standing

A Resident Artist in good standing is defined as one whose quarterly dues have been paid up-to-date and who observes all the rules, policies and by-laws of ClaySpace.

ClaySpace Resident Artist responsibilities:

- a. Payment of quarterly dues.
- b. Abide by the by-laws, policies and rules.

Requirements for ClaySpace Resident Artists include:

- a. Take classes for 4 quarters (or demonstrate sufficient skill in the operation of studio equipment and procedures)
- b. Apply to the Board to be added as a new Resident Artist when space becomes available.
 - a. A waiting list will be established for anyone petitioning to be a Resident Artist after the maximum number is reached each quarter.
 - b. Approved applicants placed on the waiting list are eligible to sublet an active Resident Artist's position.

Entitlements of ClaySpace Resident Artists:

- a. 24 hours access to the ClaySpace facility, supplies, and equipment. (Limited access during workshops and scheduled class times)
- b. Attend ClaySpace Resident Artist meetings.
- c. Voting rights at all ClaySpace Resident Artist meetings.
- d. Access to be juried into the ClaySpace Gallery

Resident Artist Position Application

We require the following items to be submitted in order to apply to be a Resident Artist.

1. A completed RESIDENT ARTIST application

Mail (or drop off) your application to:

ClaySpace Ceramic Arts Center

ATT: RA Selections

740 Front Street

Lisle, IL 60532

(The following must be submitted via email to info@clayspace.net)

- 2. High quality digital images of 3-10 pieces of your most current work.**
- 3. Your artist's statement in a Word document.**

Be sure to put your last name and “ATTN: RA Applications” in the subject line

Completion of the application process may take up to 45 days. Whether or not it is approved, we will let you know the outcome of your application as soon as it is determined.

- You will be contacted by phone or email to arrange an initial interview. You may be asked to demonstrate your pottery knowledge and/or skills and provide samples of your finished work.
- A reference check will then be completed.
- Your application then must be reviewed and approved by the Board. You may be asked to meet with the board. You may be asked to again demonstrate your pottery knowledge and/or skills and provide samples of your finished work.
- To insure adequate access to the facility and equipment for all Resident Artists the number of Resident Artists allowed is limited. If your application is approved, but there is no immediate opening available your name will be added to the waiting list.
- While on the waitlist you will be eligible to sublet from a current Resident Artist. This will provide you all the benefits and responsibilities enjoyed by Resident Artists except the right to vote at quarterly meetings.
- Before you can receive a key fob to the facility as a Resident Artist or sublet you must complete required agreements, pay the quarterly membership fee and complete a 2 hour orientation.

Resident Artist Position Application

PLEASE PRINT ALL INFORMATION

Name _____ Date of Application _____

Address _____

City _____ State _____ Zip _____ U.S. Citizen? _____

Home Phone _____ Cell Phone _____ Full-time Part-time

Email _____ Website _____

Gender M F Under age 18? _____

Employer _____

Education *Please Print*

	Name of school	Graduation Year	Degree
High School			-----
College			
Grad School			

Do you have a home pottery studio? _____ If yes, what equipment do you have?

How many pieces do you typically produce in a month? _____

How many individual or group exhibit/show experiences have you had? _____

How many individual or group sales experiences have you had? _____

How much ceramic teaching experience have you had? _____

How much experience do you have mixing glazes? _____

How much experience do you have programming/firing kilns?

Current or past pottery shop, studio or club memberships. *Please Print*

	Name of studio/shop/club	For how long?	City & State
1)			
2)			
3)			
4)			

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List all classes taken at ClaySpace *Please Print*

	Subject (Wheel, Handbuilding, Glass, etc)	When? (Year & season)	Instructor
1)			
2)			
3)			
4)			

How many ClaySpace workshops have you attended? _____ Sales or Exhibits? _____

How did you first learn of the opportunity to be a ClaySpace Resident Artist?

As a ClaySpace Resident Artist, when would you be most likely to use the facility? "X" all that apply

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Afternoon	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Evening	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

As a ClaySpace Resident Artist, what would be your *primary* focus?

Wheel thrown Hand/slab built Slip cast (glass)

^6 Oxidation Reduction ^9 or ^10 Oxidation Reduction

Glazes purchased at retail Available ClaySpace glazes Personal glaze recipes

Please "x" all SPECIAL skills that you have

- | | | | |
|---|---|---|--|
| <input type="checkbox"/> Marketing | <input type="checkbox"/> Gallery Experience | <input type="checkbox"/> Bookkeeping | <input type="checkbox"/> Hospitality |
| <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Photography | <input type="checkbox"/> MS Excel | <input type="checkbox"/> Communications |
| <input type="checkbox"/> Retail Sales | <input type="checkbox"/> Grant Writing | <input type="checkbox"/> WEB Design | <input type="checkbox"/> Teaching |
| <input type="checkbox"/> Writing | <input type="checkbox"/> Carpentry | <input type="checkbox"/> Mechanical Repairs | <input type="checkbox"/> Curriculum Dev't |
| <input type="checkbox"/> Research | <input type="checkbox"/> Electrical work | <input type="checkbox"/> Gardening | <input type="checkbox"/> Interior Design |
| <input type="checkbox"/> Data Analysis | <input type="checkbox"/> Painting | <input type="checkbox"/> Customer Service | <input type="checkbox"/> Fund Raising |
| <input type="checkbox"/> Journalism | <input type="checkbox"/> Plumbing | <input type="checkbox"/> Facility Mgt | <input type="checkbox"/> Working with Kids |
| <input type="checkbox"/> Other: _____ | | <input type="checkbox"/> Other: _____ | |

How many hours of volunteer service will you be able to contribute to ClaySpace each month? _____

Are there extended periods of time each year that you will not be able to use the studio? _____

Please provide a short answer to the following questions.

1. What are three things you hope to gain by joining ClaySpace as a Resident Artist?
2. How do you hope to achieve them?
3. What is it about ClaySpace that compels you to apply to be a Resident Artist?
4. Describe a professional, educational or charitable project that you led or played a very key part in.
5. What skills do you bring to the ClaySpace community?

List below current references who have known you at least 3 years

	Name & Title	Address	Telephone and email
Professional Reference			
Nature of relationship			
Pottery/Art Reference			
Nature of relationship			
Pottery/Art Reference			
Nature of relationship			
Nonrelated Personal Reference			
Nature of relationship			

In this space you may put any information or comments that you believe would helpful for the board to know when considering your application.

I understand and certify that the information given on this form is true and correct and may be verified by contacting persons or organizations named in this application. I hereby release and agree to hold harmless from liability any person or organization that provides information.

Applicant's Signature

Date

ClaySpace Ceramic Arts Center admits students of any race, gender, color, national and ethnic origin to all rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, gender, color, national or ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs and other administered programs.

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