



Expression of Interest

Artist in Residence

Kalamunda Compassionate Communities

Call to Artists – Expression of Interest (EOI)

City of Kalamunda Artist in Residence and Commissioning of Works

Deadline: 28 October 2022

The City of Kalamunda is currently seeking submissions of expressions of interest from Artists and or practitioners who wish to partake in the Compassionate Communities Program. Works from this project will be used in a community art exhibition, acting as a centrepiece for a community forum that will focus on conversations around death and dying (Live, Talk, Die Forum).

The City welcomes applications from First Nations Australians, people with disability, people from diverse cultural and linguistic backgrounds, mature age, and LGBTIQ+ identifying people.

1.0 The Kalamunda Compassionate Communities Project

Project Overview

The Kalamunda Compassionate Communities Project aims to build the community's knowledge about Compassionate Communities and the public health approach to end of life. Compassionate Communities is a global movement that encourages our whole community to be involved in supporting people, their families, and carers through serious illness or at the end of life. Through an Artist in Residence program and a 'Live, Talk, Die' community forum, the project aims to increase the community's awareness of the end-of-life choices that are available to them. In turn, this will stimulate interest in establishing an ongoing Kalamunda Compassionate Communities working group ensuring the continued support and focus beyond the project and sustainability into the future.

The project will form partnerships with the City of Kalamunda, Kalamunda Hospital Palliative Care Unit, and the Darling Range Hub. It will engage and involve people with personal experience as well as medical and palliative care services to guide the project. Community needs and existing resources in the community will be identified as will potential community champions.

The Artist in Residence component of Kalamunda Compassionate Communities will involve the creation of artworks that capture residents most treasured memories and generate discussions on the end of life, through individual discussions with residents in the Palliative Care Unit. Additionally, open community workshops will be held to create a public art piece(s) that expresses the community's collective understanding and vision surrounding this topic. The Live, Talk, Die Forum will bring community members together to explore death and dying and showcase the artworks created through the Artist in Residence program and the community workshops.

Proposed Outcomes of Kalamunda Compassionate Communities Project:

- A community with improved understanding and knowledge on dying and death care options and familiarity with starting conversations on death and dying.
- A community that demonstrates a willingness and capacity to support and care for each other.
- Projects and initiatives that will support community members, their families, and friends facing end of life.
- Increased community awareness of Palliative Care's focus to improve the quality of life of patients with a life limiting illness, their families, and their caregivers.

Key Stakeholders for the Artist in Residency Project

- City of Kalamunda
- Kalamunda Palliative Care Unit (KPCU) at Kalamunda Hospital

2.0 Opportunity for Artist – EOI Submissions

Residency

The City of Kalamunda is seeking interest to select one Artist to partake in a residency and commission of works at the Kalamunda Palliative Care Unit (KPCU) at Kalamunda Hospital to work with patients, families, and staff at the KPCU and Day Hospice to create a series of artworks that narrate their most treasured memories or life story.

Community engagement is at the heart of this program, which is open to artists practicing the following art forms, for example but not limited to: painting, sculpture, literature, music, video, or photography. Artists will create legacy pieces based on the stories they have been told from the patients, families, and staff. It is anticipated that the project will be up to three months, this timeframe is negotiable.

This is not a live-in residency. A space will be made on the ward for the artist to work on site. This creates a place for hospital staff, visitors, and patients to connect with each other, the Artist and their artwork(s). There are also undercover outside areas where the Artist can work from. The Artist will be required to take all materials and supplies with them to the ward. There will be some storage space available for the Artist for the duration of their residency. Tables and chairs will be made available.

The Artist may be required to work remotely from their home studio to complete the artworks.

A kitchen is available for the Artist to make their own tea/coffee at no charge. The Artist

Alternative formats are available by contacting Community Development Officer – Inclusive Communities 08 9257 9958

will be required to bring their own lunch or, alternatively, can make their own purchases from the hospital (not covered by the residency project).

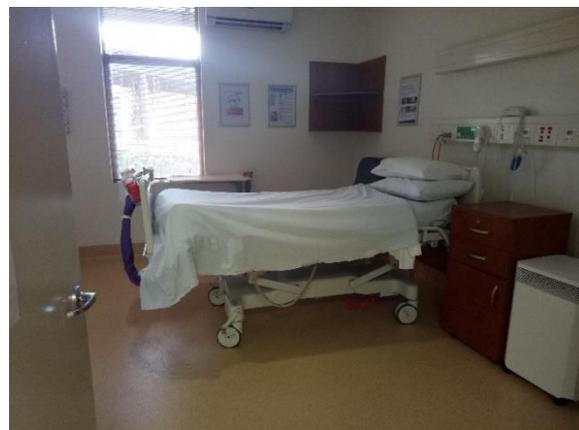
The selected Artist will undergo an induction as part of their residency, as well as emergency evacuation procedures. The induction will include an overview on the stages of End-Of-Life, training on grief and loss, death and dying and ways to communicate and support a person who is dying. Time to attend the induction should be included into the Artist's budget proposal.

There will be onsite support for the Artist should it be required. The hospital will identify a liaison person to assist with this.

Hospital staff will promote the program and introduce staff, clients, and visitors to the Artist. Hospital staff will flag potential patients, families, and staff for the Artist to connect with. It is likely people will approach the Artist when they see them working in the space and conversations will flow naturally between the Artist, staff, patients, and their families.

It is anticipated that the Artist will interact with at least eight patients, family members or staff with one piece of artwork created for each interaction. This is a minimum guide only; Artists are encouraged to build a larger collection of works if possible. The quantity of artworks to be produced can be negotiated.

Some examples of spaces available at the Kalamunda Hospital:



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Residence and Commissioning

All artworks produced at the hospital will be made available to the City of Kalamunda and KPCU for the duration of the Compassionate Communities project and be gifted to the patient or family after the residency.

By participating in the project Artist, staff, patients, and their families agree that City of Kalamunda and KPCU can use any images and artworks produced as part of the Compassionate Communities project, during and after the conclusion of the agreement, for use in communication materials at their own discretion.

Hosting of Community Workshops

The residency will also involve two community workshops to create public art that expresses the community's vision for the project. This could be in the form of several individual pieces of art, such as mural/s, banner/s, sculpture/s, dependent upon the imagination and collaboration between the Artist and the community. Community members will be invited along and express ideas.

City of Kalamunda will be responsible for the promotion of these workshops and the registration of attendance. The Artist will be responsible for producing the artworks and leading these workshops, with City of Kalamunda staff attending to provide facilitation support. One workshop will be held during a morning session and the other during the evening. A minimum of one piece of artwork from each workshop is expected.

All artworks produced from the community workshops will remain the property of City of Kalamunda.

Key Dates

28 October 2022 – EOI closes

31 October to 18 November 2022 – Assessment of applications

21 to 25 November 2022 - Interviews held

30 November 2022 – Applicants notified and agreement emailed out

21 December 2022 – Deadline for successful applicant to sign the agreement

Proposed March to May 2023 – Artist in Residence at KPCU and community workshops

The start date of the residency period is flexible

August 2023 (Date and venue TBC) – Live, Talk, Die Forum, during which artworks will be displayed. It is proposed to hold a community artwork at this forum, with the selected Artist to attend to help facilitate. Please include these costings into your budget.

Budget

The allocated budget is intended to cover all costs associated with the residency and commissioning of work. Costs may include design fee, labour, installation, any certification costs, insurance, project management fee if subcontractors are engaged by the Artist, contingency allocation and any other costs normally borne by independent contractors.

The Artist will be required to prepare a budget for the proposed project and outline the overall costs that the Artist will charge the City to conduct the project. Below is an example of what could be included in your budget.

Expense Item	Expense Amount
Artist in Residency: Kalamunda Hospital Artist Fee (hourly rate x number of hours)	\$
Induction costs Artist Fee (hourly rate x 8 hours)	\$
Community Art Workshops Artist Fee (hourly rate x 3 hours x 2 workshops)	\$
Live, Talk, Die Forum Artist Fee (hourly rate x 5 hours)	\$
Materials and Supplies	\$
Other – list	\$
Total Costs	\$

Disbursements will be made throughout the project as per a negotiated schedule of deliverables.

Responsibilities

The City of Kalamunda will provide:

- Access to municipal facilities to host community workshop
- Promotional support (coordination of social media and promotional materials such as posters, flyers, media releases, etc)
- Responsibility for promoting the community workshop
- Recognition of the Artist as the official Kalamunda Compassionate Communities Artist in Residence
- Light refreshments at the community workshop

The selected Artist will:

- Lead sensitive, meaningful conversations with patients, family, staff, and community members. The selected Artist will be given training and be fully supported throughout the project
- Commit to creating artworks based on the stories told

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- All discussions to be treated respectfully and remain confidential. The selected Artist will be required to sign a Kalamunda Hospital confidentiality form
- Be flexible and allow the project to be a bit organic and evolve during the time of the project
- Deliver the selected project within the program's timeline and budget
- Provide regular updates to City and Hospital staff
- Provide materials and supplies (including any work from home expenses, services, or equipment)
- Be responsible for travel costs
- Provide a National Police Check Certificate less than three months old
- Provide a current Public Liability Insurance Certificate
- Adhere to the current COVID mandates as per the Public Health Act.
- Adhere to any PPE requirements as directed by Kalamunda Hospital

Kalamunda Hospital Palliative Care Unit will provide:

- Space and storage of artworks
- Allow free access to KPCU facilities, including the bathroom, kitchen, and access to tea and/or coffee for the Artist whilst operating from the facility
- An induction to the selected Artist. The induction is to include an overview on the stages of End-Of-Life, training on grief, loss, death and dying and ways to communicate and support a person who is dying
- Emergency evacuation procedures along with other anything else the hospital considers important to include

3.0 Selection Process

Stage one – Expression of Interest (EOI)

Artists are invited to submit a response in line with the submission requirements found in this EOI document. The EOI requires a high-level response to the brief. Artists are not expected to design or create any works during this process. No payment is being offered for this stage of the process. The City of Kalamunda will score the EOIs based on the criteria found on the following page and will shortlist their preferred selection of Artists. This shortlist will be selected from the submissions received, and privately invited to the next stage: Artist interview.

It is anticipated that the Artist will interact with at least eight patients/staff or family member with one piece of artwork created for each interaction. This is a minimum guide only, Artists are encouraged to build a larger collection of works if possible. The quantity of artworks to be produced can be negotiated.

EOI Submission Requirements:

- Artist cover letter addressing the following criteria (max 2 pages):
 - **Criteria A** – Project proposal, to include approximate number of pieces of artwork to be created
 - **Criteria B** – Experience and capacity to deliver the outcomes
 - **Criteria C** – Budget for the project and examples in delivering projects on time and on budget.
- Artist's CV (max 2 pages) including biography
- Project examples: maximum of 10 images of previous works including on each image the location, client, budget, and any other relevant information (max 10 pages)

The above requirements to be submitted as **ONE PDF** maximum size 10MB.

Stage Two – Artist Interview

Following review of eligibility requirements and EOI, selected shortlisted Artists will be invited to expand on their project proposal during an interview. No payment is being offered for this stage of the process.

The City is looking for an artist with compassion and an interest in capturing peoples experiences and stories. Previous experience in the palliative care space is not required although the Artist will need to be comfortable sharing time and talking with people who are at End-Of-Life.

Training and support will be provided to assist the Artist and opportunities to debrief will be provided. The selected artist will be fully supported.

Stage Three – Delivery

Project put into practice. Delivery dates are negotiable, must be completed by December 2023.

Selection Criteria

Experience 30%

- Demonstrated ability, experience, interest, compassion, and talent to complement the project
- Knowledge and skills required to facilitate and administer the project on time and on budget
- Demonstrated experience and inventiveness in working collaboratively with community members
- Proven experience engaging the public

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Artistic Merit 40%

- Portfolio of work
- Creative reasons to the artist brief
- Proposal is realistic and achievable
- Proposal responds well to the goals of the program

Capacity 15%

- Demonstrated ability to deliver the scope of works required as part of the project
- Demonstrated understanding of the project's requirements and considerations

Value for Money 15%

- Artist will be required to prepare a budget for the proposed project and be able to deliver on time

3.0 General Provisions

Artist agreement

The successful artist will enter into an agreement with the City of Kalamunda. The successful Artist will have a 21-day time period to finalise and sign the agreement.

Conflict of Interest

Applicants must disclose any potential conflicts of interest in their submission, including any which may involve City employees, Council members, or members of the City's Arts Advisory Committee.

Criminal Records Check

The selected Artist will be awarded the project conditional upon receipt of a clear police clearance check less than three months old.

Vaccination Status

The successful Artist will need to provide a digital COVID-19 Certificate prior to commencement including proof of booster as well as copy of current flu vaccination. This requirement is in accordance with the Public Health Act for people entering a hospital setting.

Face Masks

The successful Artist will need to adhere to the current Public Health Act on mandatory face mask wearing in a hospital setting.

Reserved Rights

The City of Kalamunda is not obliged to accept any of the submissions and reserve the right to not recommend any proposal or finalist and to terminate or readvertise any project.

For additional information or questions please contact:

Ruth Chodorowski
Community Development Officer Inclusive Communities
City of Kalamunda
08 9257 9958

Lodgement of EOI

EOI must be lodged by 5.00pm Friday 28 October 2022. (AWST)

EOI to be marked **Attention: Coordinator Community Services** and lodged:

- **Email** - submitted as **ONE PDF** maximum size 10MB to enquiries@kalamunda.wa.gov.au
- **By Post** - PO Box 42, Kalamunda WA 6926.
- **In Person** - Administration Office, 2 Railway Rd, Kalamunda, MON-FRI 8.30am to 5.00pm.