



ARTIST ADVISORY PROJECT

PROJECT INFORMATION

Project Name	Artist Advisory Project
Project Overview	Arts Access SA is offering ‘one on one’ sessions for artists with a disability. The sessions are designed to provide information on professional development, participation, grant making and project development. Arts Access SA will not provide advice but will provide information that the artist can choose to follow up.
Aim(s) and objective(s)	To empower and connect artists with a disability to information and opportunities that will lead to pathways of professional development and practise.
Project staff	Executive Director – Peter Tregilgas Arts Programs Project Officer – Phil Noack Communications Officer – Vacant Office & Program Administrator – Emma Wilsher
Link to AASA strategic plan	Goal 2, Objective 5: To broker training, work experience, mentoring, professional development and leadership opportunities across all the arts and cultural sectors for people with a disability and artists, arts-workers and those working with people with a disability.
Outline of service offered	<ul style="list-style-type: none"> • Arts Access SA will provide up to three (3) initial 45 minute sessions. • Following the three session any further participation will require the artist to be a member of Arts Access SA. • The sessions are offered as” one-on-one” consultation sessions that will scope the artists need and provide information and identify opportunities on how to meet the need of the artist including: <ul style="list-style-type: none"> ○ Information on access to Arts Access SA’s own projects ○ Opportunities for professional development ○ Referral to appropriate services or recommendation to mentor options • Arts Access SA will record the details of artists on the Artist Register and maintain links with professional, practising disabled artists of various art forms and seek to document and follow the careers of disability artists
Process for Booking a session	<p>Artists with a disability are invited to participate:</p> <ul style="list-style-type: none"> • Contact Arts Access SA, 08-82240799, info@artsaccess-sa.org.au • Session appointments are held <u>Thursdays 10am to 1pm</u> (some alternative appointments may be negotiated dependant on circumstances) • Session appointments are free. Participants are expected to become members of Arts Access SA (\$10 per calendar year) if assistance is sought beyond the initial three meetings.



ARTIST ADVISORY PROJECT

PROJECT POLICIES & PROCEDURES

Responsibilities of the Consultant

Arts Access SA advisors will:

- act in a professional manner at all times.
- not discriminate against any client on the grounds of their disability, sexuality, race or artistic ability.
- be available to attend sessions on time and ensure that sessions don't run beyond the allotted time.
- avoid interruptions that will disrupt the concentration or focus of the client or the session.
- be realistic in what the client is likely to achieve and their outcomes. Not offer false expectations.
- provide relevant and useful information and guidance in a clear and concise manner and where necessary, strive to provide information in plain English format.
- ensure as far as reasonably practicable that information provided is correct and accurate.
- refer clients to alternative consultants if it is felt you are unable to assist them.
- respect confidential information gained through service.
- ensure that all paperwork is completed in a timely manner.
- ensure that follow up action is undertaken in a timely manner.
- abide to all Arts Access SA and project policies and procedures.

Rights and Responsibilities of the Client

Clients participating in the Artist Consultancy have the right to:

- be treated with respect;
- receive equality in service irrelevant of their background, disability, colour, sexuality or artistic ability;
- receive realistic and relevant information and guidance;
- have confidential information respected;
- receive a level of service that meets any access requirements that they may have (please note that some access requirements may take additional time to implement, e.g. braille or interpreters);
- provide feedback on the service provided to them and be involved in the future improvements and development of the project;
- mediation or arbitration if a dispute occurs through appropriate grievance procedures.

Clients participating in the Artist Consultancy project will:

- abide by the terms and conditions of the project;
- will inform Arts Access SA in advance if they are unable to attend their session;
- ensure their prompt arrival for their session;
- will actively attempt to ensure that sessions finish on time;
- accepts that the emphasis for action is placed on the client and not Arts Access SA;
- accepts that Arts Access SA provides information and guidance in good faith and will not intentionally mislead or misrepresent the client;
- comply with any health and safety requirements imposed by Arts Access SA;