

## Careers in the Arts Individual Mentorship Program

### Mentee Guidelines (Ages 16-29)

The program will run from mid September through May. Applications will be assessed as they are submitted.

#### **Program Commitment:**

1. A minimum of **35 hours, one to one mentorship time** over a period of 7 months. (5 hours/month average)
2. A minimum of **35 hours of volunteer time or related experience** – including networking activities or research. The mentor may or may not be present for these hours.
3. A **minimum of 15 hours** (total) of professional development (i.e. workshops, webinars, artist talks).
4. Attendance at Creative Manitoba's Creative Entrepreneurship Day in March. (5 workshop hours credited)
5. Become a member of Creative Manitoba upon acceptance into the program at a cost of \$15.

*Creative Manitoba sponsored workshops are free to mentorship participants. Mentees will be reimbursed for up to \$100 towards additional workshops and expenses.*

**Additional program requirements:** *For 2020-21 all requirements will be subject to physical distancing regulations and may be adjusted accordingly.*

1. Meeting with the Program Coordinator prior to the program's commencement.
2. Attending a group orientation session with all participants.
3. Developing a "custom learning plan" with the Mentor using a template provided by Creative Manitoba.
4. Responding in a timely manner to a simple monthly online report.
5. Attending and making a brief presentation at a closing event.
6. Completing an evaluation form at the end of the program.

#### **Successful Applicants will:**

1. Demonstrate high level of artistic skill OR strong aptitude and interest in an area of technical, administrative or management in the arts and cultural sector.
2. Articulate goals for participation in the program. Formulate project(s) for which you would like mentorship.
3. Demonstrate a strong work ethic and enthusiasm for learning.
4. Complete the application process as instructed. Applications will be assessed in order of submission up to the final deadline date, however integrity of application will be used as the ultimate criteria.

**Additional time commitments:**

1. Meeting with the Program Coordinator prior to the program's commencement.
2. Attending a group orientation session with all participants.
3. Developing a "a custom learning plan" with your mentor, to be reviewed, completed and signed at the orientation session. The template is provided.
4. Responding in a timely manner to a simple online monthly report evaluating your team's progress.
5. Attending a mid-program networking event or meeting with the coordinator mid-program.
6. Attending a group closing event with your mentor at the end of the program.
7. Completing an evaluation form at the end of the program.

*Creative Manitoba reserves the right to suspend a mentorship at any time if the minimum hours, responsibilities and reporting requirements are not being met.*

**For more information, contact Jan Skene, Mentorship Programs Manager at [jan@creativemanitoba.ca](mailto:jan@creativemanitoba.ca)**