Equity and Diversity in the Arts (EDA) – Field Placement Bursary

CALL FOR APPLICATIONS

The EDA Committee in the Department of Arts, Culture and Media (ACM) at University of Toronto Scarborough (UTSC) is looking for partners in the not-for-profit arts sector in Canada to host a student from the Arts Management Program (Field Placement Stream) for a subsidized field placement (paid internship).

What is the purpose of this bursary?

The objective is to provide a field placement with a suitable host partner for a UTSC ACM student in the Arts Management Program. The field placement must meet the requirements of an ACM Experiential Education (ACMEE) field placement, and relate in some clear way to the mandate of the Equity and Diversity in the Arts (EDA) initiative.

The EDA Mandate

The EDA (Equity and Diversity in the Arts) is an initiative of the Department of Arts, Culture and Media at the University of Toronto Scarborough. EDA’s mandate is to promote diversity of all kinds, including diversities of race, gender, socio-economic status, sexual orientation or identity, age, ability or disability, religion and aesthetic or traditions of practice. Through a variety of student support, EDA aims to increase understanding across difference, to challenge social and institutional barriers to equity, and to empower students to champion diversity in their professional pursuits.

Proposals

Your 2-3 page submission should include:

- A brief profile of the organization (mission, mandate, main activities)
- Full contact information for the supervisor of the proposed placement
- A brief outline of the placement opportunity, including:
  - Example tasks that the student will perform
  - Training and supervision that the student will receive
  - Description of what the student could learn and take away from the placement (e.g. new skills, specialized training, unique and interesting experiences, etc.)
- A statement (approximately 2-3 paragraphs) clearly describing how the proposed field placement would align with the mandate of the EDA (e.g. in what ways are equity and
diversity issues incorporated into the work of the organization, and/or the placement activity?)

- A proposed timeline (must include minimum of 300 hours of work to be completed by student, from May 1, 2016 to April 30, 2017).
  - NOTE that our students generally prefer full-time placements May through August, and part-time work with flexible hours September through April.
- A preliminary budget, including all wages, taxes, deductions and benefits, to a maximum of $4,500.
  - NOTE: 100% of the funding must be spent directly on student wages, employment taxes, related employer contributions to EI/CPP, and benefits, if any. Healthcare-related benefits are already covered by the students’ health plan.
  - NOTE: Depending upon the amount and the quality of the proposals received, the awarded EDA bursaries may be able to cover only half of the necessary wages and related costs ($2,250); budgets that account for that possibility – with a demonstration of the organization’s ability to cover necessary costs over the $2,250 – may be given priority. The adjudication committee may consider full payment for organizations that are unable to cover part of the cost, but which offer uniquely rewarding opportunities for our students.

Eligibility

Eligible applicants must:

(i) Be a not-for-profit organization governed by a Board of Directors. (In the case of more than one applicant submitting a joint proposal, at least one of the applicants must be a not-for-profit organization.)

(ii) Have professional paid leadership and a sound administrative structure

(iii) Have a demonstrated record of regular, ongoing arts or arts-related programming. (The applicant may be an Arts Service Organization rather than a producing, presenting, or exhibiting organization.)

(iv) Be willing to provide rich, well-supervised opportunities to the student for learning and professional growth

Details

- Bursaries are in the amount of $2,250 - $4,500 per field placement, which must cover only costs associated with hosting a paid placement (wages, taxes, deductions, benefits (if any), etc. Healthcare-related benefits are already covered by the students’ health plan.)
- Successful applicants will be notified on or before March 15, 2016.
- Label all documents as follows: [OrganizationName]_EDAPlacementBursary
- Submit application to: EDA Committee, University of Toronto Scarborough, at eda@utsc.utoronto.ca, by Tuesday, March 1 at 5pm.
- Questions about the EDA bursary and the Arts Management program may be directed to Sherri Helwig, Program Director, at helwig@utsc.utoronto.ca; questions about field placements may be directed to Julie Witt at jwitt@utsc.utoronto.ca.