

Arts Facilities Mentoring Network

Frequently Asked Questions (FAQ)

What is the Arts Facilities Mentoring Network?

The Arts Facilities Mentoring Network (AFMN) provides leaders in Ontario's nonprofit arts community who are responsible for managing, renewing and developing facilities with the unique opportunity of one-to-one learning with experienced topic experts.

WorkInCulture and ArtsBuild will match arts and cultural facility managers from around Ontario with experienced mentors from their own or other sectors. The mentoring teams will meet for up to three hours monthly from January to December 2015 to focus on business skills related to managing facilities

2014-2015 is the second iteration of AFMN.

How does the Arts Facilities Mentoring Network Operate?

Selected participants will be paired by WorkInCulture/ArtsBuild Ontario staff with an appropriate mentor. After an initial training workshop, mentoring teams meet in person or in other ways for up to three hours a month from January through December 2015. Their confidential discussions focus on particular challenges and skills issues related to managing facilities.

Who is eligible to apply?

Leaders and managers of non-profit arts organizations who currently manage facilities or who are ready to move into or develop a facility may apply. Facilities include galleries, museums, theatres, concert hall and other exhibition, presenting, performing and programming spaces.

Questions You May Have

I'm the executive director of a facility-based gallery, but someone else is responsible for our facility. Which of us could apply?

Either of you is eligible, but only one person from any organization can participate.

Do I need to be currently managing a nonprofit facility to apply?

No, this is a one-year program focused on building the management skills of those working in the field now, those who are already managing, improving or developing facilities, and those who will be in the future.

Arts Facilities Mentoring Network

What do you consider a nonprofit organization?

Nonprofit organizations are legally incorporated as such.

If our program rents a space from another facility, am I still eligible? If our facility is part of a larger municipal facility, am I eligible?

You don't have to own the space but should be responsible for facility planning within the space. Managers of municipally-owned facilities with cultural programming are not eligible if they are only responsible for cultural programming and not facilities management.

How do I get a mentor?

WorkInCulture and ArtsBuild are developing a mentor roster with a wide range of skills from recommendations from experts. Mentors volunteer their time and information. Our goal is to match your needs and mentor knowledge, so your description of your learning priorities and your skill and knowledge needs will help us pair you with the right mentor.

You will have an opportunity to meet up to two potential mentors to see who is a 'fit'.

Would you select any mentor I recommend?

If you have a good explanation for why someone is prepared to be your mentor, what their knowledge base and experience are, and how they can add to your skills or information, we will be glad to contact that person.

The program does have certain demands of mentors so we cannot guarantee that your recommendation will be the final choice.

Application Requirements

Why do you ask for a video?

It helps to inform the selection committee's decision-making by giving the committee a better sense of who you are. You could also make your written application stand out by drawing attention to particular issues or needs. Instructions for uploading the video are available in a separate instruction sheet from the WorkInCulture website.

What do you consider appropriate support letters?

Support letters should come from credible figures within your community or your organization who can speak to your role in your organization and why you would benefit from mentoring.

If I'm chosen to participate, why do I need to pay a one-time fee?

This small administrative fee is put back into the program for materials and other unsupported costs.

Arts Facilities Mentoring Network

What happens after I'm selected?

We may do interviews to understand your needs more fully and then arrange meetings with up to two potential mentors for a final match.

Your application information is shared only with the selection committee and potential mentors.

Mentor / mentoree discussions are confidential, but teams should be prepared for evaluation questionnaires or interviews at different points in the program.

Mentoring teams attend training workshops and get other materials and support throughout the year.

Mentoring teams can meet in a variety of ways over the year – in person, online or by telephone – for up to three hours a month from January through December 2015

Why do I need to attend workshops?

Teams are encouraged to develop their own working style and dynamic, but research and experience show that the more the mentoree puts into the relationship, the greater the commitment back from the mentor.

Preparing teams to make the best use of their time together is an important element in the success of mentoring. The workshops cover best practices and help clarify shared expectations.

They also provide you with an opportunity to network with other program participants and mentors, and expand your contacts.

Does the AFMN provide travel costs?

We will endeavor to provide a small financial contribution to participants who live outside a four-hour drive radius from Toronto so that they can attend workshops or occasional meetings.

Why do I need a Letter of Agreement with WorkInCulture and ArtsBuild?

Mentoring is very much driven by mentorees. A letter of agreement helps to reinforce expectations and provide information about required dates and activities.

What happens if the mentoring match doesn't work?

The WorkInCulture/ArtsBuild team will provide appropriate support throughout the program to ensure the match is positive and meaningful for both the mentor and the mentee.

You can find this overview and other Arts Facilities Mentoring Network document and forms at:

<http://www.artsbuildontario.ca/learning/mentoring-network>