



Works/San José Exhibition Application Instructions

Revised February, 2023

Before starting an application, please read the document “Works Exhibition Criteria” at www.workssanjose.org, and talk with Works Board members for feedback on ideas, practical issues, materials, etc.

GUEST CURATOR PROGRAM

This program is responsible for the content of most of the exhibitions at Works/San José, and allows Works to present broad viewpoints and creative statements. Applications must have at least three (3) exhibiting artists. An applying curator may also be an artist in a proposal. Selection is by Works Board of Directors.

Applicants should strive to be knowledgeable and informed about curatorial practices, but previous curatorial and exhibit experience is not required. Exhibitions at Works are professional development opportunities in which artists and curators are often mentored by Works volunteers through the production of their exhibition. While collaborative and participatory, the intellectual content of the exhibition is expected to be provided by the artists and curator.

Previous guest curators are eligible to apply after two (2) years and previous co-curators are eligible to apply alone or with a different co-curator after one (1) year. Artists may participate in one curated exhibition per year, NOT counting the Member Show, Auction, or other non-juried show. Board members of Works/San José may not apply or be proposed as exhibiting artists with some exceptions such as for open calls, on a case-by-case basis.

Proposals must include the artist selection method and criteria, including any restrictions (in narrative) or proposed fees for artists (in budget).

Notes on exhibition concepts:

Works favors exhibitions that cross boundaries and facilitate dialogue and understanding between our region’s diverse populations.

A concept can be culturally, socially, naturally, scientifically, or politically based on an issue or identity. It can be community or media based. The concept should extend conversations on topics in new and unique ways.

Keep in mind that the presentation of ideas that foster interaction, engage underserved communities, and elevate emerging artists is the primary identity and differentiating aspect of Works.

Applications are currently accepted at any time. There are no application or acceptance fees.

Please submit proposals as one PDF by email to gallery@workssanjose.org and include the following:

1 CONTACT AND PARTICIPANTS 1 page maximum

Proposal name, curator(s) name(s) and contact information. Include email, phone, and mailing address.

Participants: List the curator(s), artists, performers, and/or other individuals or groups participating in the proposed exhibition.

2 PROPOSAL NARRATIVE 1 page maximum

Proposed title of the exhibition

Concept: The intellectual statement and content of the exhibition, which is supported and exemplified by the work of the participating artists.

Audience Engagement: Describe how this exhibition will engage our communities in dialogue.

Outreach Project: Describe or your proposed outreach event.

3 EXHIBITION DESCRIPTION 1 page maximum

Physical Description: A literal explanation and list of the materials involved, spatial requirements, installation techniques, equipment and/or technical requirements, and any other special needs.

Installation Budget: List the materials needed for realizing the exhibition itself (not the artwork), and anticipated costs of these materials. Include materials or equipment you might acquire or use at no cost, including items Works already has. Include funding sources if you are seeking any.

An exhibition layout/floor plan may be included on another page if desired.

4 DOCUMENTATION OF WORK up to 1 page per artist

Include images that showcase the work of the artists. Images may include installation views and details of individual pieces.

Caption each image with the artist’s name, title, year, media, and general dimensions. Multiple images can be presented on each page.

If you are proposing work that is unfinished, please provide examples of similar past work and any other plans, sketches, diagrams, etc. that would help to visualize the finished work.

5 RÉSUMÉS AND ARTIST’S STATEMENTS

A résumé or curriculum vitae should be included for each curator and may also be included for exhibiting artists. In the case of large groups or open calls, please provide a clear description of the group or organization. Artist statements may also be included if desired.