

# FAQS – GROWING CREATIVE CAREERS: WINDSOR & REGION

## Cohort 2: Building Better Boards

### FAQ SUMMARY

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## Cohort 2: Building Better Boards

### What is Growing Creative Careers: Windsor & Region?

WorkInCulture's Growing Creative Careers: Windsor & Region, developed and delivered in partnership with [Windsor Essex Small Business & Entrepreneurship Centre](#) and [Arts Council Windsor & Region](#), offers professional development training that will benefit the businesses and careers of artists, creatives, and cultural workers living in the Windsor-Essex area. The program will be delivered 4 times to four different cohorts over the course of 2021 - 2023.

The program was originally designed to be a blended learning experience with both in-person and online learning activities. However, due to the current status of the COVID-19 pandemic, learning activities will be offered virtually until it is safe to return to in-person.

Each cohort will have a different topic focus and will be limited to 20 participants per cohort.

### What will Cohort 2 focus on?

#### Cohort 2: Building Better Boards

This cohort is aimed at supporting, growing and sustaining healthy boards of directors in our local arts & culture organizations. Participants will work closely together to address a wide range of topics such as board structures, effective recruiting, roles and responsibilities, and policy and planning; sessions will focus on peer learning and interactive workshops.

### Who is eligible to apply?

The program is open to:

- *Arts & culture organization staff (all roles; from frontline to leadership)*
- *Members and volunteers of arts & culture organizations*
- *Existing board members of arts & culture organizations*
- *Aspiring board members of arts & culture organizations*
- *Individuals/groups looking to form an arts & culture organization that will be board-governed (you can be at any stage of this process)*

If you're not sure where you might fit within these categories, please reach out to the program manager, Stephanie Draker, to clarify – [stephaniedraker@workinculture.ca](mailto:stephaniedraker@workinculture.ca)

Arts & culture organization is defined as a: museum, gallery, arts service, performance group, collaborative group, curatorial collective, studio collective, publisher, film collective, arts education group/facility at any size with or without public grant support.

Participants must also be based in the [Windsor-Essex County Area](#).

### What is the training schedule/time commitment?

A copy of the training schedule and proposed session topics can be found on [the program page](#). **Please note, the sessions will not be recorded.**

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Participants are expected to attend all training sessions, actively engage in the workshops through group discussions and activities, and complete exercises and assignments. In addition, in order to qualify for a completion certificate, participants must not miss attending more than 2 training sessions and must complete the capstone presentation.

Participants may also spend an additional 2-3 hours per week reviewing additional resources, connecting with their colleagues/team if applicable, and completing assignments.

Post-training, participants will enter into a 12-month monitoring period during which WorkInCulture staff will reach out periodically with surveys and potentially brief interview requests to measure the impact of the training. Participation in these evaluation activities is optional.

### ***What is the difference between the types of training sessions being offered?***

There will be three types of sessions for this cohort: Public Sessions, Core Sessions, and Peer Learning Sessions. Those who apply and are accepted to the intensive are expected to attend all sessions.

Cohort 2 will include a **Public Session** addressing the importance of having boards that reflect our community, and conclude with a **Public Session** in the form of a capstone presentation/board recruitment event. These **Public Sessions** will involve the main cohort of accepted participants as well as participants from outside of the cohort. (This could include fellow colleagues, peers, and other members of the general public who are not able to participate in the full training intensive).

The **Core** and **Peer Learning Sessions** will be available only to participants accepted into this program intensive. **Core Sessions** will cover a range of skills, competencies, and best practices related to building and maintaining effective boards of directors for arts & heritage organizations. **Peer Learning Sessions** will be facilitated discussions for participants to learn from each other and identify new opportunities and resources.

### ***What else can I expect as a participant in this program?***

Participants will connect with community leaders and learn about resources available to support their goals. Participants are encouraged to connect with and learn from each other's experiences as they navigate this area of their professional development.

Organizations (active or to-be-formed) applying to participate in this training are encouraged to have more than one representative if possible. Management, staff, board executive and board members at large are encouraged to participate in sessions. Exercises will involve staff meeting with colleagues to complete work and bring back to the training group for discussion and collaboration.

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## **Cohort 2: Building Better Boards**

Individuals (e.g. aspiring board members) participating in this training may benefit from connecting with their personal network of peers, colleagues, and friends, as well as fellow participants to work through their exercises.

### ***How will the training be delivered?***

For Cohort 2, sessions will be offered online, through Zoom. Additional resources will be made available through WorkInCulture’s eLearning website through a registered user-only access point. Other training and resources may be offered by the program partners through their own venues or online platforms.

### ***What are the benefits of participating?***

#### **Cohort 2: Building Better Boards**

Participants will gain a variety of skills and experiences, empowering them to build and support their current board of directors, and/or how to become active, collaborative board members themselves.

Learning outcomes will be unique to each individual, but are intended to include:

- Knowledge of Board structures, roles and responsibilities
- Understanding of other local and regional organizations
- Understanding and development of governance policies to support organizations in recruiting processes
- Collaborative working models
- Developing an inter-organizational dialogue around best practices for Boards.
- Decision-making skills
- Increased confidence
- Building of networks and contacts
- Awareness of upcoming professional development opportunities in the Windsor-Essex area
- Individual consultation with the program facilitator

Participants who complete a minimum number of the training sessions (you cannot miss more than 2 sessions), demonstrate active participation through training sessions and exercises/assignments, and present their final capstone project will receive an official completion certificate.

Additionally, participants who complete the program may be invited to participate in additional program promotional campaigns (e.g. social media posts, podcasts, etc.) to capture their experience in the program and promote themselves and their work. These campaigns will be shared with WorkInCulture’s 11,000+ social media followers as well as across partner channels.

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## **What is a Capstone Project?**

A capstone serves to consolidate the learning experiences for workshop participants.

For Cohort 2, the capstone project will integrate elements of the participant's learning and what they plan to do next:

- For organizations and those already involved with boards of directors this may be presenting on developing their board practices and how that might influence their next call for members.
- For individuals interested in joining boards this may be an opportunity to refine their pitch and search process for a suitable opportunity.

The final Capstone session will be a public session that will be framed as a recruitment event. Participants from outside of the core cohort will be invited to attend.

## **What does it cost to participate?**

There is no fee to apply or participate in the program.

However, participants will be required to cover costs associated with attending and accessing the training including utilizing one's own computer or laptop equipment and having access to reliable wi-fi connection, etc.

## **What kind of learning accommodation can you offer?**

WorkInCulture is dedicated to providing an accessible training opportunity. Please let us know of any learning accommodations we can provide by contacting Stephanie Draker, Program Manager at [stephaniedraker@workinculture.ca](mailto:stephaniedraker@workinculture.ca) and we will do our best to meet your needs.

Closed captioning will be provided during all sessions delivered over Zoom. Online resources available through WorkInCulture's eLearning website will remain available to participants for a period of 1 year past the cohort delivery time period.

## **How do I apply?**

Complete an online application form by **January 20, 2022** to be considered for Cohort 2.

[CLICK HERE](#) to access the form.

If you think you need more time to answer the application, you can also download a copy of the form to prepare your answers in advance before completing the online application. A copy of the application questions can be found [on this program page](#).

## **When will applicants be notified?**

Successful applicants will be notified by or before **January 24, 2022**.

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## *What happens if I am selected?*

WorkInCulture staff will contact you by email to confirm your participation. You will receive a package comprised of meeting dates and Zoom links and any other preparatory materials to review in advance. Additionally, you will receive an invite through WorkInCulture's eLearning website to register your user account to access any online eLearning content.

## *Is there travel required?*

At this time, due to COVID, all instruction will be completed virtually. When safe to do so, we would like to plan gatherings to bring together participants from each cohort in Windsor.

## *What happens if I am not selected?*

We would encourage you to apply for future cohorts. We will also endeavor to connect you to other learning opportunities or resources that might be applicable.

## *Can I apply to participate in more than one cohort?*

Yes! Participants are welcome to apply to more than one cohort if they meet the eligibility requirements. Each cohort will have a slightly different focus on programming and activities.

**You can find these FAQs and other project documents at:**

<https://www.workinculture.ca/windsor>

If you have any additional questions please be in touch with Stephanie Draker, Program Manager at [stephaniedraker@workinculture.ca](mailto:stephaniedraker@workinculture.ca)