

Arts Administration C.V Template

NAME

Mailing Address
Contact Information [phone | email] Website

EDUCATION

- descending order ↓
- YEAR Degree – University or Institution, City, Province, Country
- YEAR Certificate or course work completed, Instructor’s name – Organization or Institution, City, Province, Country
- YEAR Workshop name, Instructor’s name – Organization or Institution, City, Province, Country

PROFESSIONAL WORK

***Specify your job title (e.g. Program Director, Facility Manager, Curator, Marketing Director, etc.)*

JOB TITLE

- descending order by year ↓
- YEAR Organization/Company of Employment, Direct Supervisor, City, Province/State, Country.
- Brief mention of projects or achievements completed during employment
- YEAR Organization/Company of Employment, Direct Supervisor, City, Province/State, Country.
- Brief mention of projects or achievements completed during employment

ARTISTIC WORK

Professional artists who are primarily employed as an Arts Administrator should present a CV that is tailored to their discipline. Particular emphasis should be placed on their role as an arts administrator. However, there will likely be some overlap in these areas so they are encouraged to use aspects of the templates appropriate to their particular discipline.

BIBLIOGRAPHY & MEDIA

***if entry is a review add (review) after the Title of the publication.*

- descending order by year ↓
- Last Name, First Name. Book Title. Publisher City: Publisher Name, Year Published. Medium.
- Last Name, First Name. "Article Title." Magazine Name Publication Date: Page Numbers. Medium.
- Last Name, First Name. "Article Title." Newspaper Name Publication Date: Page Numbers. Medium.
- Last Name, First Name. "Page Title." Website title. Sponsoring Institution/Publisher, Publication Date. Medium. Date Accessed.
- Last Name, First Name. "Article Title." Journal Name Volume Number (Year Published): Page Numbers. Medium.

PUBLICATIONS

Book Title. Publisher City: Publisher Name, Year Published. Medium.

Book Title. Publisher City: Publisher Name, Year Published. (*citing a chapter or specific pages*) Selected Pages. Medium.

Book Title. (*two or more authors*) with Last Name, First Name. Publisher City: Publisher Name, Year Published. Medium.

"Article Title." Magazine Name Publication Date: Page Numbers. Medium.

"Article Title." Newspaper Name Publication Date: Page Numbers. Medium.

"Page Title." Website title. Sponsoring Institution/Publisher, Publication Date. Medium. Date Accessed.

"Article Title." Journal Name Volume Number (Year Published): Page Numbers. Medium.

PERSONALLY CONDUCTED INTERVIEW: Last Name, First Name. Interview Type interview. Date Interviewed.

Film title. Production Role. Distributor, Year of Release. Medium.

"Episode Title." TV or Radio Program/Series Name. Network. Original Broadcast Date. Medium.

descending order by

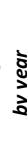


SCHOLARSHIPS, GRANTS AND AWARDS

YEAR Name of Scholarship, Grant or Award, Name of Organization, Date, \$\$ amount

YEAR Name of Residency, Name of Organization, Duration of Residency, Date.

descending order by year



PROFESSIONAL AFFILIATIONS

YEAR to YEAR Capacity of Affiliation (*e.g. Board Director, Artistic Director, Member, etc.*), Name of Organization, City, Province/State, Country.

descending order by year

