

Please make a copy of this document, complete accordingly and share the complete application to SIM faculty. The decision process will be shared with the SIM community during SIM meetings the semester before the exhibits.



Department Show Production Team Application

This form is an application to take on the role of executive producer or production team for both the **fall SIM Department Exhibition** and the SIM contribution to the **spring All School Show**.

The **fall SIM Department Exhibition** is usually pre-scheduled for the 3rd Thursday in November and utilizes all SIM spaces (Pozen, Godine, Hallways, N181, Sound Studio, etc) as well as other spaces on campus (DMC, Crackeratoriums, etc). There is the possibility for this exhibit to be off campus, a department-wide collaboration, a collection of individual works, or anything else you can think of.

The **spring All School Show** is usually held during 2 weeks in March and SIM works in collaboration with another department. This SIM Department component of this show includes a week-long exhibit in the Godine Gallery as well as an evening of performance and time-based works. The All School Show is organized by SGA. This exhibit includes a panel of judges that assign prizes to individual artworks.

The executive producers of either exhibit envision the big picture of the event, delegate appropriately, and set the tone for its production. They work closely with studio managers and faculty, with school administration and event registration staff, and are in a mentoring teaching position for SIM majors that are just learning how to produce.

Application information

Name (first and last):

Email address:

How many semesters have you been in SIM?

Names of Collaborators:

Description of concept, approach, or theme:

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How will you decide what and whose work will be included in the exhibit:

What are your particular skills that you bring to this job?

In what areas do you need the most help?

How will you design the format for the day? Traditionally, the format has been: Gallery walk in several spaces at 6:30/7:00, then live Pozen Show at 8:00. What will the timing be? Will you stick with this format? Change it up? Turn it upside down? Go off campus? Incorporate the DMC Atrium? Will the event be Streamed online?

Specifically, which spaces would you like to use (Pozen, N181, Green Room, Sound Studio, DMC rooms/atrium, hallways, Godine Gallery, Crackeratoriums, Cafeteria, off campus, other...)?

If you are planning a performative event in Pozen do you have the technical knowledge to support the lighting, audio and projection needs in that space?

How will you ensure that the event is documented and the documentation is edited, organized, accessible and archived?

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How will you promote the event? What is your publicity strategy?