

# CSMN Calgary Program Overview

Looking to build a new space or for guidance on the operations of your facility? The Creative Spaces Mentoring Network is all about supporting your creative space goals.

Through a partnership with cSPACE Projects, Calgary Arts Development and ArtsBuild Ontario, we are pleased to offer the Creative Spaces Mentoring Network (CSMN) to leaders in Calgary's arts and cultural sectors. Arts professionals who are responsible for some or all aspects of their creative spaces, who plan on acquiring creative space, and/or who manage capital-related issues are encouraged to apply.

Mentees will have the opportunity to access one-to-one learning with an experienced Mentor who will provide knowledge and expertise to support the Mentee's project. The program focuses on strengthening business and management skills needed to successfully oversee, renew and develop creative spaces across Calgary.

Through the Creative Spaces Mentoring Network, cultural leaders are matched with experienced mentors from the arts, heritage, or other relevant sectors. Once mentoring teams are confirmed, they will meet at the Kick-Off Workshop and afterwards begin meeting; mentors and mentees will meet for up to three hours monthly over 7 months to focus on developing skills and knowledge related to the mentee's priority areas.

Focus areas include, but are not limited to:

- Accessible spaces
- Property management, leasing/sub-leasing
- Community relationships, strategic partnerships, and community engagement
- Marketing, communications and promotions
- Human resources
- Asset management
- Finances, fundraising and capital campaigns
- Municipal and government relations

Participants and their organizations can benefit in many ways from this program.

Participants will gain:

- Improved business strategies
- Management and leadership skills
- Confidence
- Decision-making skills
- Communication strategies
- Networking opportunities and contacts

ABO will train and support the mentoring teams so that they get the most out of the program by developing and providing:

- A Kick-Off Workshop, Mid-Program Webinar, and a Wrap-Up Workshop
- Resources & learning opportunities
- Mentoring support
- Networking opportunities

## Eligibility

Cultural workers from Calgary-based arts organizations, non-profit organizations, and individual artists who manage or are interested in managing an arts facility are eligible to apply for the program. If interested, please review the FAQ sheet.

## Mentee Applications

1. Complete the [Application Form](#).
2. Provide a letter of support for your Mentee application (eg. from someone you work or volunteer within your community).
3. Record a 1-2 minute video on your smartphone or web camera telling us:
  - about you and your organization
  - your facilities plans and/or projects
  - how this opportunity would benefit you

Email your video with your application. You can also upload the video to Google Drive or Dropbox, and send us the link.

4. Submit the application online and email the letter of support and video file or link to ArtsBuild Ontario at [programs@artsbuildontario.ca](mailto:programs@artsbuildontario.ca) by **December 16, 2024**.

## Fee

If selected as a Mentee, the fee to participate in the program is \$50 + GST. If you are selected, ArtsBuild Ontario will work diligently to match you with a suitable mentor based on the skills outlined in your application. We will contact applicants to arrange meetings with prospective mentors in January - March 2025 when the mentor-mentee matching process is underway.

## Mentor Applications

If you have been part of a capital project or have knowledge to share in relation to cultural facilities, the Creative Spaces Mentoring Network provides an opportunity for you to support fellow arts managers and foster strong arts and heritage sectors.

If you are interested in becoming a **volunteer** Mentor, please complete this [Mentor Application Form](#).

If you have any questions, please contact ArtBuild Ontario at [programs@artsbuildontario.ca](mailto:programs@artsbuildontario.ca) or 519-880-3670 ext. 102.

## Important Dates

Deadline for Mentee and Mentor Applications	December 16, 2024
Matching Period	January to March 2025
Kick-Off Workshop	March 5, 2025
Program Begins	March 6, 2025
Mid-Point Webinar	May 28, 2025
Wrap-Up Workshop	September 10, 2025
Program Ends	September 30, 2025

## Contact

If you have any other inquiries related to the Creative Spaces Mentoring Network program please contact ArtsBuild Ontario at [programs@artsbuildontario.ca](mailto:programs@artsbuildontario.ca).