

Rockingham Arts Centre 2025 Workshop Program

Information Sheet



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Rockingham Arts Centre 2025 Workshop Program

Our Commitment to Growth

The aim of the Rockingham Arts Centre's workshop program is to provide a balanced series of learning opportunities for artists to build upon their skills, knowledge and understanding of art making.

Through the process of applications, the Rockingham Arts Centre ensures that workshops are delivered by the very best facilitators who possess the ability to engage and upskill members of our arts community.

Our Commitment to Learning Outcomes

We aim to deliver high quality workshops that address the needs of our artists and close the gaps in skills and knowledge, while providing inspiration to take the next step into creativity.

When selecting workshops for the workshop program consideration may be given (but not limited) to the following criteria:

- Previous experience
- Skills
- Knowledge
- Medium(s)
- Style/subject
- General appeal
- Cost
- Popularity
- Balancing community needs.

Our Facility

The Rockingham Arts Centre's multi-function workshop space features the following fixtures and facilitates included for use with each hire:

- Picture hanging system
- Moveable double-sided walls with picture hanging system
- Easels
- 25 folding tables
- Chairs
- Projector and screen

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- Whiteboard
- Kitchen and amenities
- Toilets (including disabled)
- Reverse cycle air-conditioning.

Our Commitment to Industry Standards

The City of Rockingham (The City) aligns with industry standards by following the NAVA schedule of fees for payments to artists, curators and facilitators.

See link for NAVA workshop fees for small organisation

[Workshops — NAVA Code of Practice](#)

Our Commitment to Equity and Inclusivity

The City ensures everyone has the same opportunity to participate in our workshop programs, regardless of background, gender, age or religion. Our aim is to ensure our workshop program is financially accessible and affordable by keeping the participation fee to \$10 per session i.e. six week program = \$60 participation fee.

Materials

Upon receipt the City will reimburse facilitators who have chosen to purchase equipment for workshop participants. Alternatively, facilitators are able to provide a materials list (with preferred supplier) for the Rockingham Arts Centre to purchase for the workshop. Maximum materials budget for each workshop participant is *\$40.

**Higher prices can be negotiated with the Rockingham Arts Centre for specialist workshops*

Any tools purchased by participants as part of the workshop fee will remain with the participant at the end of the workshop or workshop series, to allow them to continue building their skills. Any tools and materials that cannot be shared between participants are to remain the property of the City, such as paint.

In some cases, facilitators may suggest that participants are free to bring and use their own tools and materials if they would prefer, or to supplement what will be available.

Participants should not be expected to purchase expensive items that are exclusive to the workshop, or the facilitator's personal preference. For instance, a particular brand of paint,



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brushes, paper etc. Facilitators can advise and recommend, but participants should not be denied opportunity if costs are excessive and/or unreasonable.

In the event that participants do purchase specific materials, these are to remain the property of the participant.

Workshop facilitators will be required to submit a materials list within 14 days of acceptance into workshop calendar.

Confirmation and Acceptance

All applications for workshops submitted to the Rockingham Arts Centre will be reviewed to assess suitability for the needs of our program, and the needs of our arts community.

All applicants will be notified within 21 days after the closing date for submissions and successful candidates will be provided with workshop dates. While the Rockingham Arts Centre will work to align workshop dates with facilitator's preferences, this may not be possible in all cases.

Once facilitators have received and accepted confirmation of their workshop, all relevant documents such as, workshop agreement, biography, workshop image, materials list, insurance, working with children check (if required), needs to be forwarded to the Rockingham Arts Centre within 14 days, or at a date agreed upon by the Rockingham Arts Centre and the workshop facilitator.

Bookings

Acceptance and processing of bookings and payments is the sole responsibility of the Rockingham Arts Centre.

A minimum of 6 (six) bookings is required to proceed with workshops and the Rockingham Arts Centre will advise facilitators if booking numbers have not been reached resulting in the cancellation of the workshop.

Workshop cancellations due to low bookings will not be rescheduled and new applications will be required for the following year for consideration into the Rockingham Arts Centre's workshop program.

