

Programme and Artists’ Payment Policy

Signatories	Mary Conlon (Director) Joanne Laws (Chair)
Last amended	October 2024
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Policy links	The Dock Admissions and Booking Policy The Dock Venue Rental Policy The Dock Climate Action and Environmental Sustainability Policy The Dock Equality, Diversity and Inclusion Policy The Dock Strategic Plan Safe to Create Code of Behaviour

THE DOCK

Introduction

The Dock is Leitrim's flagship arts centre, housed in a landmark, riverside venue in Carrick-on-Shannon, Ireland. We present an artistic programme that spans dance, music, theatre, visual arts and more. We host an arts education and outreach programme that provides people of all ages and backgrounds with opportunities to engage in a meaningful way with artists and communities.

Built in 1828 as a Courthouse, The Dock is a significant heritage building which was restored by Leitrim County Council and reopened in 2005 as an award-winning arts centre. The venue has three galleries, a performance space, community meeting spaces, and artists' studios. We continue to improve our facilities and to work towards the green transition of the building.

Funding Context

The Dock is funded by Leitrim County Council and The Arts Council of Ireland. Operational costs are funded through an annual grant from Leitrim County Council approved on an annual basis by elected representatives following an annual report and submission of intent, in line with a Service Level Agreement.

The Artistic Programme is supported through a competitive application process administered annually by the Arts Council of Ireland. Our community activities are largely funded by Creative Leitrim and Creative Ireland. The Dock identifies relevant grant opportunities and undertakes additional fundraising to diversify our income streams for programming.

The Dock is a company limited by guarantee and a registered charity, governed by a Board of Directors. Our annual financial statements are published on the Governance section of our website. The Dock is independent of our principle funders, however the Programme Policy is informed and guided by shared priorities with our principle funders, as well as our Strategic Plan.

Events

The Events Manager designs and develops an ambitious and engaging programme spanning dance, film, literature, music, theatre, visual arts, and more. Events are curated by season to ensure a balanced programme incorporating feedback gathered via focus groups and surveys, to grow new audiences for the arts, and to deliver on our Strategic priorities and relevant policies.

The Dock hosts 100+ events in the Performance Space per year. Events are planned 6-12 months in advance and are programmed by invitation and by request. The majority of events are by professional artists and partners, however we also host amateur and semi-professional productions as well as community events. Due to the volume of requests and limited human resources, we are not in a position to accept or respond to all requests.

Exhibitions

The Dock programmes 6-8 exhibitions by professional visual artists per year. Exhibitions are planned at least one year in advance, in line with our Strategic Plan and related policies, ensuring our programme is relevant to the socio-political and geographical context and resonates with our audiences and communities of place and interest. A detailed submission is prepared for the Arts Council of Ireland in the preceding year.

Visual Arts are the Dock's flagship artform. Artists and guest curators are invited directly by the Director. The Dock does not accept unsolicited submissions for exhibitions, but plans open calls for professional visual artists which are disseminated through our website, newsletter, and social media channels. Decision-making on all aspects of the programme resides with the Director, and, where relevant, in dialogue with invited external experts.

Communities

The Dock hosts 240+ community events per year. Approximately one third of community events are generated by The Dock team, and two thirds of community events are scheduled through bookings by artists, community groups and other stakeholders. A minimum of one week's notice is required for bookings, however we recommend contacting us as early as

possible. Bookings are confirmed in writing following the submission of a completed Enquiry Form (available on request from thedockartscentre@gmail.com). Due to the volume of requests, we are not in a position to accept all requests.

The Dock programmes 4-6 community exhibitions by community groups, usually supported by professional artists, per year. Community exhibitions are sited in the foyer and the Jury Room Café. This service is offered without charge for the use of space, technical assistance, promotion, and other relevant support. Community exhibitions are programmed by the Visual Arts and Education Manager 6-12 months in advance, in line with our Strategic Plan and relevant policies, and with a strong focus on youth participation.

Artists

The Dock provides a range of artists' supports annually tailored to the needs of individual artists. Support may include, but are not limited to, commissions, events, international networking, rehearsal space, R&D, residencies, special projects, training. Artists' supports are either paid opportunities or in kind supports such as technical support, funding support, networking support, space rental waiver.

Artists' Payment

Professional artists are issued Contracts for Service detailing the full scope of what they are expected to deliver and agreeing a payment schedule.

- Events

Invited artists and/or agents have a clear voice in negotiating contract terms at the time of booking including guaranteed fees, split, and any other support required. Rates vary according to the artists' artform, experience, profile, technical requirements and access needs. The Dock can offer a range of terms for the consideration of artists and/or agents who are requesting an event in the Performance Space which are subject to available funding and ticket pricing.

- Exhibitions

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Artists' fees are commensurate with best practice as recommended by Visual Artists Ireland and other relevant bodies. Artists' fees are agreed in advance and separate from all other budget lines (eg. access needs, accommodation, travel, materials, production, transport, etc.). Rates for commissions and special projects are agreed on a case by case basis.

The Dock continuously strives to create a positive experience for artists to make and present work in a safe and supportive environment. We welcome questions and feedback from artists for consideration in policy reviews. Please contact thedockartscentre@gmail.com and your query will be directed to the relevant team member.