

PRIMER brings together everything we wish we'd known when we graduated from art school.

[artquest.org.uk/
partners](http://artquest.org.uk/partners)

It covers things we think will be useful in the first year or so after graduation: how to set up in London and not be completely poor; how to go about earning money; how to find a cheap house and build a network and get more advice. All of these taster articles link to longer pages and listings, either on the Artquest website or **our partners**'.

www.arts.ac.uk

We also want to tell you about the other **University of the Arts London** resources you can use, particularly in your first few years after graduation:

ecca-london.org

ECCA: Enterprise Centre for the Creative Arts
ECCA offers free advice and services to students and graduates of the University of the Arts London in every aspect if setting up a creative business.

own-it.org

Own-it
Own-it offers intellectual property advice for creative businesses through online and face-to-face seminars, workshops and surgeries with IP lawyers.

[www.arts.ac.uk/
alumni](http://www.arts.ac.uk/alumni)

Alumni Association
UAL's Alumni Association is the largest creative network in the world, with over 200,000 alumni and former staff in 148 countries worldwide. As a graduate, you're automatically a member.

Since this is our first edition, there could be some things we've missed out – if you have any comments or feedback to make it better, let us know.

Send your feedback to primer@artquest.org.uk.

Artquest provides advice and information to London's professional visual artists and makers, helping you make the most of your career.

artquest.org.uk

Our website has over 1000 pages of advice, listings, articles and opportunities for artists and makers. The site covers every conceivable area of practice, including:

- Visual arts materials sources
- Studio spaces in and around London
- Gallery listings, and advice getting an exhibition
- Funding and funders
- Residencies in the UK and overseas
- Reference and research materials
- Opportunities and deadlines listings
- Lists of press contacts and email mailing lists
- Printers, framers and graphics companies
- Marketing and publicity advice and contacts
- Legal archive and free online legal advice
- Business advisory and support services
- Benefits, housing, employment and childcare
- Social, business and professional networks
- How to become self-employed
- International venues, residencies, advice services and networks

[artquest.org.uk/
artelier](http://artquest.org.uk/artelier)

- Free **international studio exchanges**
- Courses and training providers
- Advice on artist rates of pay, VAT and tax
- And much more...

Our small, dedicated, team are all practicing artists, curators and writers. We create new resources in response to the needs of artists and makers.

Stephen Beddoe

Stephen is a fine art graduate of The Glasgow School of Art. He has worked internationally as an artist, curator and tutor, for Arts Council England, and as Commissions Manager for two public art agencies. Stephen has lived in London since 1995.

Simona Dell'Agli

Simona is an Italian photo-artist interested in the social history of landscapes. She completed an MA in Photographic Studies at the University of Westminster in 2001 and produced a limited edition photo-booklet. Simona has lived in London since 1990.

[simonadellagli.
co.uk](http://simonadellagli.co.uk)

Nick Kaplony

Nick worked as assistant curator at the Arts Gallery London, and is Exhibitions officer at the Pump House Gallery. He is also a practicing artist and freelance curator. Nick is a born and bred Londoner.

nickkaplony.com

Russell Martin

Russell is a graduate from The Glasgow School of Art and has worked in gallery education, as a curator and is still a practising artist. His self-initiated projects include peer mentoring groups and two art project spaces. He is co-founder of an artist-led commissioning agency. Russell has lived in London since 1998.

[russellmartin.
org.uk](http://russellmartin.org.uk)

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“The reason that people have heard of famous, financially successful artists is that there are so few of them. One of the most important things an artist in London can do is find a way to earn some money that leaves them enough time to work on their practice as well.”

Russell Martin

Finding a job that allows the flexibility an artist or maker needs isn't easy, but neither is it impossible. Most artists need to have a variety of ways to make money – sometimes called a **portfolio career** – including part-time work, self-employment, public and private funding, commissions and other income.

The Artquest website can help you understand these strategies, and provides access to more information on ways of bringing home the bacon. See our lists and information pages for:

[artquest.org.uk/
employment](http://artquest.org.uk/employment)

- useful **websites and email newsletters listing employment opportunities in the arts**.

[artquest.org.uk/
selfemployment](http://artquest.org.uk/selfemployment)

- information on **how to become self-employed**, including how you pay tax

[artquest.org.uk/
funding](http://artquest.org.uk/funding)

- **public funding information**

- information about **commissions**

[artquest.org.uk/
commissions](http://artquest.org.uk/commissions)

The **UAL careers office** can help students and graduates (up to two years) to find suitable employment.

[www.arts.ac.uk/
careers.htm](http://www.arts.ac.uk/careers.htm)

CV

Whatever you are applying for, you will probably be asked for a CV (curriculum vitae), basically a list of your skills and experience including exhibitions, education, residencies, relevant employment and funding. An artist CV is different from a normal job CV, since only the experience you have directly related to the arts is relevant. Your CV should be individually tailored to the opportunity you are applying for,

[artquest.org.uk/
artistcv](http://artquest.org.uk/artistcv)

and usually be no longer than two A4 sheets of paper. For **what to include in your artist CV**, visit the Artquest website.

Gallery education

Most publicly funded art galleries provide education activities for schools, their local community or audiences – some of the best known include Whitechapel Gallery, Camden Arts Centre, Chisenhale Gallery, Tate and South London Gallery. Gallery education can be a useful source of temporary employment, but you will need to prepare and deliver workshops, so work with a more experienced artist for a few projects before trying to run something yourself.

If you're interested in gallery education, you should consider becoming a member of **Engage**, the UK's national association for gallery education. Benefits include an annual conference, networking with gallery education artists, mentoring, professional development, placements and information on working with galleries.

www.engage.org

[artquest.org.uk/
disclosure](http://artquest.org.uk/disclosure)

You will also usually require a **Disclosure** if you will be working with young people or vulnerable adults – this is a confidential check through police files to ensure you have no previous criminal convictions that might make this kind of work inappropriate.

[artquest.org.uk/
selfassembly](http://artquest.org.uk/selfassembly)

Get a first-hand account of working in gallery education from artist Cath Hawes.

Artist fees

As a professional artist you will need to have some idea as to **what fees you should be charging for your time**. This can be difficult to quantify, and depends on the type of work you are going to do, the organisation you will work with, the overall budget for the project and your previous experience.

[artquest.org.uk/
fees](http://artquest.org.uk/fees)

Money

Funding

artscouncil.org.uk
culture.gov.uk

The main provider of public funding for the visual arts in England is **Arts Council England**, who receive their funding from the UK Government through the **Department for Culture, Media and Sport**. There are a number of aims that publicly funded projects have to fulfil which change periodically depending on Government policies and priorities.

artscouncil.org.uk/funding/grants-arts/

Arts Council England's only funding programme for individuals is **Grants for the Arts**, a catch-all scheme designed to fund any arts projects in England. Grants for the Arts does not fund:

- Ongoing overheads such as studios or accommodation
- Full-time students, at any level of their course
- Most international activity

Grants for the Arts applications are expected to include a fee for artists and other people involved, so you will earn money for doing the project you want to.

Your application will be more likely to succeed if you have another source of income for the project ('match funding')- this might be other funding or a contribution you make yourself.

artquest.org.uk/funding

As well as Arts Council England, you can apply to a **huge range of charities and grant-awarding foundations**. They sometimes aim their funding only at organisations, or for specific types of activity or person (regardless of the art project involved). Read our tips on **writing applications**, and browse the comprehensive list of charities and what they fund on the **Guidestar** website.

artquest.org.uk/applications

guidestar.org.uk

Commissions

artquest.org.uk/commissions

A **commission** is an agreement between you and another party – be it a public body, local council, private individual, gallery, company or anyone else – to create a piece of work. The commissioner **does not necessarily own the commissioned work**, nor do they **automatically own the copyright** – all of these details must be negotiated in advance and formalised into a **contract**.

artquest.org.uk/ownership

artquest.org.uk/ownscopyright

artquest.org.uk/contracts

A commission may involve some compromise to your practice – after all, the commissioner wants a specific kind of work that they have paid for, not just any piece of your work which they could buy anyway. It is important to negotiate exactly what is expected, when payments occur and who owns the final work – which may require an additional fee to be paid.

artquest.org.uk/moralrights

Wherever the work is shown, you still have the **moral right** to be mentioned as the author of the piece and for the work to be presented in such a way as to not damage your reputation.

Other resources

As well as Artquest, other projects can help you make a living:

www.arts.ac.uk/careers.htm

• **UAL's careers office** can help recent graduates and current students find arts-related jobs

ecca-london.org

• **ECCA** can help you make the most of your creative business idea

own-it.org

• **Own-it** can help you with licensing and making money from your intellectual property

cida.co.uk

• **CIDA** provides courses, business advice specifically for creatives and mentoring projects