

Guide to bringing the exhibition to you.

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Please read the following steps.

[It is good to have a committed planning group/ small committee to share the responsibility and take on different roles.](#)

What does it entail? 1. Finding a venue.

Find a venue big enough for displaying exhibition walls. To give an idea, one exhibition wall (that holds around 6 artworks) would be just under 9 foot tall, 12 foot wide and 4 foot deep (in a 'Z' shape). There are 3 exhibition walls available. Find a venue that is secure and lockable during closing hours. A light room that has plenty of light or window is preferable. Additionally I would ensure your organisation/ church has public liability. **Omit first light.**

2. Find dates.

I would recommend that the exhibition stays up for between 4 days - 15 days. It will take half of a day to set up, and half a day to set down. Therefore, please add an extra day for setting up when planning and booking a venue. Please find volunteers to help Lois set up!

3. What comes with the exhibition?

The exhibition walls are free to borrow. They are kindly lent by Monmouth Baptist Church with the support of WLF: Wales Leadership Forum. The walls are free to borrow, but we ask that they are treated well and that **you agree to pay for any damages which occur while the exhibition walls are in your possession.**

The artwork is also free to borrow, but if anything gets sold the money will go to the artist and the designated charity 'Meninadança'. We ask that the artwork should be dealt with care and respect.

Lois Adams will be supervising setting up and setting down and be available for the opening night. Sadly, she cannot guarantee that she is available for the entire time the exhibition is up, so we ask if you can find volunteers to invigilate the exhibition when it is open to the public.

Also coming is...

- **The artists' statements.**
- screen and tech for required artwork.
- white paint and filler for touching up the walls after transporting
- screws and plinths for artwork
- sandwich board
- tools for assembling the walls.

You may wish to add boards highlighting the names of the artists, display the Biblical texts to which the artwork refers and/or colourful bitesize intros to some Biblical women.

4. Costings

The walls and artwork are free to borrow, but we ask that you would **cover the full cost of the van rental i.e. van rental and diesel costs** to transport artwork and walls to your area. Lois Adams will be responsible for booking and driving the van **she will give an estimate of the hiring costs ahead of time. Please indicate that you agree to cover these costs at the time of booking the exhibition.** You can donate financial support towards Lois's work through [this link](#).

Work out a [DRAFT BUDGET](#) for the event.

5. Book the exhibition via Lois Adams.

To request dates and availability of the exhibition please call Lois on 07800901022 or email her on loismadams@gmail.com (or lois.adams@cwmpawd.org)

6. Advertise

Advertise to your local community that the exhibition is coming to your area. Here are some examples you can borrow, adapt or use. (below)

It is a good idea to have an 'opening night' where drinks are served and where artists can speak and share about their work.

If it is appropriate, invite female artists (Christians, unbelievers and of other faiths of any age) to submit any artwork that is inspired by a woman or girl from the Bible. **A CALL OUT to local artists builds community involvement.** Some have contacted local schools or local art groups. **A Young Emerging Artist competition is a great way to involve young women and the local community.** Here is a form and terms and conditions you can use.

7. Complementary events.

Making and viewing art is a nonthreatening way for some people to begin exploring the Christian faith. The exhibition provides an ideal opportunity for both artists and viewers to engage with the Biblical accounts of women. Try to plan events that appeal to **both artists**

and viewers. There are many ways of connecting the artwork to the Scriptures:

- Syniadau am ddigwyddiadau | Events Ideas Noson Agored | Opening Night with light refreshments and artists talks/ **interviews.**
- Before or during the exhibition Creative Workshop for all ages inspired by the exhibition themes led by Lois Adams
- Have free gospels available during the exhibition e.g. Luke's gospel – 'the gospel for women' (Luke mentions women more than any other gospel approx. 23 times)
- Evening Meal with a discussion on Equality.**Equity. (Equality needs to be changed to Equity on the poster too! This is an important distinction)**

Equity is characteristic of God's judgement. Psalm 67:4, for example reads,

'let the nations be glad and sing for joy; For you will judge the peoples with equity, '

- Lunchtime/ evening talks around the time of the exhibition for example

Taking a fresh look at women in the Gospels- emphasizing the way Jesus challenged bias, called out discrimination and practiced inclusion in his interactions with women. (illustrated).

Mary Magdalene -

Outcast women– e.g. Hagar

Nameless women in the gospels

- Musical evening inspired by Biblical women.

Continuing the conversation- follow up events. For example:

'Invite participants to bring an artwork, poem, piece of music connected to one Biblical woman. These are used to animate a dialogue relating the contributions to the relevant Biblical passage.

A series of evangelistic Bible studies on Biblical women

A series of sermons on Biblical women

8. What to do or not to do...

- allow the exhibition to have access to electricity.

- clear the space from clutter and get it cleaned and tidy.
- find a TEAM of people to help set up and be available to look after the exhibition when open.
- provide extra lighting (lamps etc) if the venue is too dark.
- Do not to have children or youth clubs in the same room as the exhibition. We are happy to bring children into the exhibition (for example school class tours) but we will be asking children not to run around.
- write up a risk assessment.
- If you want to create a cafe alongside, please place tables and chairs in a way that doesn't block the artwork.

Publicity

- Social Media hashtags.

[#EmbraceEquity](#). [#IWD2023](#) [#communityart](#) [#internationalwomensday](#)
[#womeninthebible](#)

- **Press release -contact local press.**
- **Flyers and Posters**
- Logos: Lois Adams's logo, WLF Logo (supplied funding for exhibition walls) and International women's day.

- Posters below: One is empty, another has suggested wordings.

Terms & Conditions

Terms & Conditions

BIBLICAL WOMEN. EQUITY?

How to Enter and Submit Work:

- Complete online submission form: <https://forms.gle/UAgiMit5DenEFpm17>
- ALL WORK MUST BE LABELLED. All work must have a label on the back (glue/tape

acceptable) with **Lastname_ArtworkTitle** and if possible a copy of your submission form

- Delivery of artwork (responsibility of the artist) should be arranged with Lois Adams. (07800901022, loismadams@gmail.com or lois.adams@cwmpawd.org)
- Artwork can be collected any time, but please let Lois know in advance.

Eligibility and Selection:

- This open call is for girls and women only, please refer to Brief.
 - There is no restriction on the age of the artist, all are welcome.
 - All styles and media are welcome.
 - There are no educational requirements.
 - Selection and curation to be made by The Art Fringe club or Lois Adams.
 - Lois Adams holds the right to accept or refuse any submission for this exhibition.
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- A voluntary £5.00 registration and submission fee **CUT is welcomed** by each artist.

Guidelines:

- Max size of artwork: must fit through a single doorway (850mm x 2040mm)
 - No naked flames, excrement, or perishable material such as soil, mud or mould. Please let us know in advance if your artwork has any unique display requirements that could potentially be hazardous to people or the building. We reserve the right to determine if it is suitable for this exhibition.
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- Work must be presented ready for display. e.g. ready to be hung. If a plinth is required or a screen/monitor let us know and all reasonable efforts will be made to meet your requirements as the venue and resourcing allows.
 - Please create artwork that is safe to the public, doesn't include dangerous liquid, gas, objects or dangerously sharp elements. We will not accept work that decays, unless it is contained in an air-tight display case supplied by the artist.
 - No more than three individual submissions may be made by an artist.
 - The artist submitting the work must understand that inclusion is not guaranteed. We reserve the right to decline and not display specific artwork for reasons such as: does not fulfil the brief, discriminatory or incitement to hatred.
 - We have a large exhibition area, but we can not guarantee that all artwork will be displayed, if the number of artists' submissions is high.

Safety

- Every effort will be made to protect and keep your artwork safe, but sadly we can not guarantee this and we will not accept liability for any damages.
- Artists are responsible for dropping and picking up their artwork promptly and safely.
- Public liability will be in-place when exhibiting only.
- When artwork is not displayed it will be stored safely at an art studio: 1 The Avenue, Rumney, Cardiff. CF3 3EG.

Pricing of Work and Sales Procedure:

- ‘Meninadança’ is our chosen charity for this event.

Please price your artwork at your discretion, understanding that 30% of sales will go to this charity.

- You are welcome to sell products connected with your work during the exhibition. Please label and price your work appropriately. 30% of sales will go to support ‘Meninadança’.