

WorkCreative Consultation Form

Use the following set of conversation points and questions as a guide when conducting informational meetings with potential business partners in your arts-based training program.

- 1) BRIEF OVERVIEW OF WORKCREATIVE PROGRAM
 - a. What we do.
 - b. Where the artists come in.
 - c. How the planning process and budgeting works.
- 2) ASSESS PERSONALITY OF OFFICE
 - a. What is daily life like in your office?
 - b. What (if any) exposure does your work-place have to the arts?
 - c. How do employees relate to each other?
 - d. Tell me about a successful office activity (and why you think it worked).
- 3) GOALS
 - a. What do you hope to get out of this experience?
 - b. Any particular themes or challenges that you would like us to address?
 - c. Which of the following best describes your ideal project:
 - i. We want our employees to create a piece that will permanently be housed in our office.
 - ii. We want to engage with the community and support a project that is already happening. We hope this will be an opportunity for employee growth and service.
 - iii. We want to have a unique experience together. The product is not as important.
 - iv. We are open to ideas!
- 4) INTEREST AREAS
 - a. Visual art
 - b. Music
 - c. Performing arts
- 5) LOGSITICS
 - a. Location – do you prefer?
 - i. On-site
 - ii. In the community
 - iii. We are open
 - b. Time – do you prefer?
 - i. 2.5 hours
 - ii. Half-day
 - iii. Other
 - c. Size of group – do you prefer?
 - i. 15 – 25
 - ii. 25 – 40
 - iii. 40 – 60