



Resumes and Curriculum Vitae

WHAT'S THE DIFFERENCE?

What is the difference? What are they used for?

- ▶ We are perhaps most familiar with a professional **RESUME**:
 - ▶ Used when applying for a job
 - ▶ Focused on one's prior work experience and skill sets that make them valuable to an employer
- ▶ A **CURRICULUM VITAE**, or **CV** is a document used to obtain art-related opportunities:
 - ▶ Set up in the same manner as a resume
 - ▶ Focused on one's prior art achievements, such as exhibits
 - ▶ Is designed to promote confidence in one's artistic abilities.

Professional Resume

Tailored each time for a specific opportunity

Length: 1 – 2 pages

Use: employment and internships

Content:

- ▶ Contact information
- ▶ Education
- ▶ professional experience (paid and unpaid) to include brief job descriptions
- ▶ Skills
- ▶ Awards and honors
- ▶ Possibly art achievements such as exhibits (depends on opportunity)

Curriculum Vitae (CV)

- ▶ Literally translates as the “course of one’s life”
- ▶ More detailed account of all professional activities
- ▶ Length: as long as needed – for academia and science; 1 – 2 pages for art is common
- ▶ Use: academia, research positions, art-related opportunities
 - ▶ Content:
 - ▶ contact information
 - ▶ Education
 - ▶ exhibition record
 - ▶ Awards, honors and grants
 - ▶ Commissions
 - ▶ Collections one’s work is in
 - ▶ Lectures, publications and bibliography (reviews and articles about)
 - ▶ Art-related professional experience, professional affiliations/memberships, etc.

When to use a Curriculum Vitae, or “artist’s resume”

- ▶ In an artist or exhibition catalog
- ▶ When applying for:
 - ▶ Exhibitions
 - ▶ Residencies
 - ▶ Grants
 - ▶ Public commissions
 - ▶ Private commissions
 - ▶ Graduate school (for art or art-related field)
 - ▶ Gallery affiliation
 - ▶ And other art-related opportunities

General information for both resumes and CVs:

- ▶ Use basic, legible fonts (i.e., Arial, Helvetica, Times) – may choose a second font for headlines
- ▶ Margins ½ - 1" best
- ▶ REVERSE CHRONOLOGICAL ORDER: newest items first!
- ▶ Highlight strengths through order of categories (most impressive first)
- ▶ Simple designs rather than overly busy
- ▶ First step in branding yourself: choose font and accent color carefully
- ▶ Save as a Word document to enable editing/revision/updates; submit as PDF to retain formatting
- ▶ The use of an “objective” statement is out of fashion for resumes and not generally used for CVs

Example of an artist CV:

- ▶ It is NOT necessary to put an objective in the CV. That's what a cover letter is for.
- ▶ Simple, clean design with a single accent color.
- ▶ Note the categories:
 - ▶ Education
 - ▶ Grants/Awards
 - ▶ Exhibits
 - ▶ Commissions
 - ▶ Bibliography
 - ▶ Publications
 - ▶ Relevant experience
 - ▶ Gallery representation

Carrie Ligon

Visual Artist

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LinkedIn [linkedin.com/in/carrieligon](https://www.linkedin.com/in/carrieligon)

Visual artist seeking residency at ABC Gallery to create art aimed at raising the public awareness of local housing problems. Awarded the 2016 Leonore Annenberg Prize for Art and Social Change for a steel sculpture Runaway. Have participated in 20+ group exhibitions and 5 solo shows.

Education

2013 MFA, cum laude, Studio Art, University of Pennsylvania, Philadelphia, PA

Grants and Awards

2016 The Leonore Annenberg Prize for Art and Social Change (The Creative Time Summit)

2013 Artist-in-Residency Fellowship, XYZ Art Center, Philadelphia, PA

2012 3rd Place, ABC International Fine Art Competition

Selected Exhibitions

2018 Solo Exhibition, Staring at the Sun, Anyname Gallery, New York, NY (Curated by JohnMcKane)

2016 Solo Exhibition, Conflicting Futures, Lee Hansley Gallery, Raleigh, NC (Curated by Natalie Fox)

2013 Group Exhibition, The Practice of Space, XYZ Gallery, Newark, NJ (Juror: Frank Hallmann, Curated by Minnie DeMarco)

Commissions

2017 Public Art Commission, Shimmer, Steel Sculpture, Flowerville Convention Center

2015 Corporate Commission, Southern Lady, Oil on Canvas, JPMorgan Chase & Co. New York

Selected Bibliography

"Carrie Ligon and the Questions of Identity," *Modern Philosophy* 111, no. 2 (April 2016): 170.

"A Story About Space," *XYZ Review* 38, no. 1 (2015): 212.

"Let It All Go," *University of Oklahoma Press* 18 (March 2015): 37.

Publications as Author

"This Is Not America." *New Yorker*, April 17, 2017.

"Performing for the Camera." In *Contemporary Conceptual Photography*, edited by James McLroy Houndmills, Basingstoke, Hampshire, and London: Macmillan Press Ltd., 2016.

"Snap Makes a Bet on the Cultural Supremacy of the Camera." *New York Times*, March 8, 2014.

<https://www.nytimes.com/this-is-a-fake-url/technology/snap-makes-a-bet-on-the-cultural-supremacy-of-the-camera.html>.

Work Experience

2014 - 2015 Art Teacher

Anytown University, Anytown, PA

- Taught daily art classes to groups of 15 to 40 students.
- Planned, evaluated, and revised curricula, course content, and course materials.
- Explained and demonstrated artistic techniques: oil painting, watercolor, photography, and printmaking.
- Received 90% positive feedback from anonymous end-of-term student surveys.

Current Representation: Gagolian Gallery, 555 W 24th St, New York City, NY 10011, (212) 741-1111

CVs may run longer than one page: Page 1

- ▶ However, double spacing within a category is a BAD idea – it takes up too much space
- ▶ This person could have shortened her CV considerably.



STACY BATES

StacyBeeArt@yahoo.com

EDUCATION

2013	MA in ESL, Arkansas Tech University, Russellville, AR
2007	BA in Art, University of the Ozarks, Clarksville, AR
2005	AA in Art, Carl Albert State College, Poteau, OK

AWARDS

2007	Most Outstanding Artist, University of the Ozarks
2005	Vincent Van Gogh Student Art Award, Carl Albert State College
2016	Honorable Mention, Art on the Creeks from Asst. Curator at Crystal Bridges
2017	Black Apple Award Favorite Illustrator, Idle Class Magazine

EXHIBITIONS

Spring 2007	Group Exhibition, Stephens Gallery, University of the Ozarks, Clarksville, AR
Fall 2007	Group Exhibition, Center for Art and Education, Van Buren, AR
Fall 2013	Group Exhibition, Center for Art and Education, Van Buren, AR
Fall 2015	Group Exhibition, Creative Arts Network, Barling, AR
Summer-Fall 2016	Juried Group Exhibition, RAM Invitational, Fort Smith, AR
Summer 2016	Juried Group Exhibition, MCA DAY, Brooklyn, NY
Fall 2016	Juried Group Exhibition, Artists of Northwest Arkansas, Fayetteville, AR
Fall 2016	Selected Group Charity Exhibition, "Untamed Fauna", Alexi Era Gallery, Eugene, OR
Winter 2017	Group Exhibition, Fayetteville Underground, Fayetteville, AR
Spring 2017	Solo Exhibit, Northwestern Arkansas Community College, Bentonville, AR
Spring 2017	Group Exhibit, "King", Gallery 1988, Los Angeles, CA

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- ▶ There are many possible categories, depending upon one's expertise
- ▶ Note that in both these examples, art-related work experience is included, but NOT foregrounded – it appears last.
- ▶ As one's professional achievements accumulate, education may become less important and be listed lower on the page.

PRINT MEDIA

Caddel, Jinxi. Enchanted: Fairytales, Folktales and Fables Artistically Explored. Out of Step Publishing, 2015. Print. Pages 198-199.

Caddel, Jinxi. Black and White: Volume 3. Out of Step Publishing, 2015, 2016 Print.

Caddel, Jinxi. Slithers and Scales of Inspiration. Out of Step Publishing, 2015, 2016. Print.

ART FESTIVALS

Fall 2016 Juried Group Show, Art on the Creeks, Rogers, AR

MURALS

Fall 2015 Noah's Ark. 8' x 25'. Inside mural. Faith Baptist Church, Jenny Lind, AR

Fall 2016 Day of the Dead. 4' x 16'. Outside mural. Center for Living Arts, Tulsa, OK

Fall 2016 Golgotha. 16' x 20'. Inside mural. Faith Baptist Church, Jenny Lind, AR

Winter 2017 "Now the Monkey's on Your Back". 8' x 7'. Outside Mural. Pedaler's Pub, Bentonville, AR

Spring 2017 Fort Smith Map. 12' x 10'. Inside Mural. Fort Smith Coffee Co., Fort Smith, AR

Summer 2017 "Holding On and Letting Go". 335 Sq ft. Outside Mural. Tsa La Gi Trail of Tears, Fayetteville, AR

TEACHING EXPERIENCE

2008-2014 Art, Darby Junior High, Fort Smith, AR

2014-Present Art, Woods and Beard Elementary, Fort Smith, AR