Gyo Obata Fellowship

for Arts Management

The Gyo Obata Fellowship strives to create opportunities for more diverse, inclusive, and equitable access to the arts community as a whole, and specifically, in the fields of arts administration and management.

Gyo Obata Fellows -- a group diverse in both identity and areas of study -- will be hosted for a period of 10-weeks at one of several different local nonprofit arts organizations. In order to qualify, organizations will have demonstrated their ability and willingness to host a Fellow in a substantive and meaningful educational experience that will illuminate the range of activities and opportunities, including administration and management, that are available in that particular institution.

Fellows will, in addition to completing a substantial project for a local nonprofit arts organization, also take part in the following:

- Meet weekly as a group (the "cohort") for onsite visits to all Fellow host organizations.
- Take part in regular professional development workshops and cultural/social outings.
- Be mentored by a local arts administrator outside of the host organization.

Term: The Gyo Obata Fellowship is a full-time, 10-week experience (40 hours per week) beginning **Tuesday, June 1, 2027** and ending **Friday, August 6, 2027**. Fellows receive a stipend as outlined in the paragraph below.

Stipend: The $8,000* stipend is divided into three payments and is based on the expectation – in good faith – that all Fellows will complete the full duration of the

program. The first payment ($1,000) is issued after week two of the program. The second payment ($3,500) is issued after week five of the program, and the third payment ($3,500) is issued after the completion of week 10 of the program. **(If a Fellow is not performing their duties as outlined by the Fellowship guidelines/agreement, Fellowship student code of conduct or as outlined by the host organization, the Fellow's stipend may be modified, or the Fellowship terminated. If a Fellow requires makeup dates that fall outside of the Fellowship timeline, the final stipend payment will be delayed until completion of makeup hours.)* Participation in the Gyo Obata Fellowship does not create an employee-employer or independent contractor relationship with Gateway Foundation. The stipend is not paid as compensation for services performed for Gateway Foundation; the Fellowship is instead intended as an educational and professional-development opportunity to support the Fellow's training in arts administration.

Site Visits: Over the course of the Fellowship, the cohort will make site visits to all participating host organizations. These visits provide exposure to the mission, programming, and infrastructure of a broader cross-section of St. Louis arts organizations. Site visits may take the form of tours, performances, workshops, or panel discussions with staff. The structure of each visit is left up to the host organization and its Fellow, who decide together what approach best represents their particular organization.

Professional Development: An integral component of the Fellowship is participation in the professional development series. The Fellowship administrator will schedule weekly professional development sessions and/or social outings, intended to afford Fellows the opportunity to speak with, hear from, and network with leaders in the St. Louis public arts community.

Host Organization Eligibility and Requirements

- Each organization must be a 501(c)(3) nonprofit arts organization located in the St. Louis Metropolitan Area with a commitment to equity in the arts.
- Have an annual operating budget of $200,000 or more.
- Have a minimum of one full-time staff member, with the ability, willingness, and bandwidth to commit time to advising a Fellow.
- Have dedicated, accessible, and furnished office space available to a Fellow with access to a reliable computer and the ability to use shared office equipment.

- Can provide a Fellow with a challenging, substantive, and meaningful project for the duration of the program.
- Can provide a positive and supportive learning environment.

Arts Management Projects
The Gyo Obata Fellowship is a mutually beneficial program that provides a positive impact for both the host organization and the Fellow. While at their host organization, Fellows should gain experience in key areas of arts management, such as fundraising, financial management, marketing, and/or programming. In considering what constitutes a meaningful Fellow project, host organizations should consider projects, duties, or other activities important to the daily and longer-term successful operation of their organization. These chosen activities should also offer the Fellow an opportunity to develop practical, field-related skills. The assignment of Fellows to host organizations will be based, whenever possible, on how proposed projects and/or arts organizations correlate with the talents and interests of student applicants.

Advisor Responsibilities
The host organization must assign one primary advisor to the Fellow. The Gyo Obata Fellowship requires each advisor to:

- Attend a program orientation before the program kickoff.
- Develop a 10-week project plan for the Fellow
- Attend opening and closing ceremonies.
- Serve as an accessible direct report/advisor to the organization's Fellow.
- Assist and support the Fellow in planning a site visit for the Obata cohort.
- Participate in an evaluation of the Fellow and the Fellowship program at the end of the Fellowship.
- Connect with a Fellow's assigned mentor to share updates twice per month (a minimum of five updates throughout the program).

Fellows will be held to the same standards and personnel policies as the organization's staff. If free parking, parking stipend, or transit stipend is provided to the host organization staff, the same accommodations must be made for the Fellow. If the office is closed for a holiday and staff are not required to work, Fellows will also receive this benefit.

Fellow Eligibility

While the Gyo Obata Fellowship is intended for students from backgrounds underrepresented in public arts administration and community at large, the Foundation encourages eligible candidates from all backgrounds to apply for

consideration. The Gateway Foundation is an equal opportunity funder and does not discriminate on the basis of any protected trait under the law. Candidates are sought from all areas of undergraduate study at any institution of higher education – trade school, community college, public or private university—and are not required to have demonstrated a previous commitment to the arts.

Applicants should:

- Be a member of a group underrepresented in careers related to public arts administration – among other things – race/ethnicity, gender, gender identification, sexual orientation, national origin, native language, socioeconomic status, cultural background, physical or other disability, citizenship status, religion, and/or any life experiences that add a diverse and underrepresented perspective.

- Be actively enrolled as a full-time undergraduate in either a bachelor's or an associate's degree program. Students must have completed at least one semester or two quarters of college by June. Students who graduated the semester or quarter immediately before the internship begins are also eligible. (Students who are enrolled in a second BA or BS program are not eligible.)

- Attend college in or be a permanent resident of the St. Louis Metropolitan Area and be a United States citizen or permanent resident (non-citizen authorized to live and work in the United States on a permanent basis, also known as a "green card" holder). Students with DACA (Deferred Action for Childhood Arrival) status valid through the fellowship period are also eligible.

Selection Process & Timeline

The Gyo Obata Fellowship is designed to promote and advance diversity in arts management and seeks candidates from backgrounds traditionally underrepresented in associated fields. In its review of candidates, the Foundation will give preference to, but not limit consideration to, applicants with underrepresented race/ethnicity, gender, gender identification, sexual orientation, national origin, native language, socioeconomic status, cultural background, physical or other disability, citizenship status, religion, and/or any life experiences that add a diverse and underrepresented perspective.

Selection Process

The Foundation awards Fellowship placements to both student and host organizations through a competitive application, interview, and selection process. Students are matched, whenever possible, with host organizations based on students' interests and experiences/skills as they relate to the host organizations' proposed projects. Students will have an opportunity to rank their preference. These preferences will influence the Fellow's placement, but may not be solely determinative.

Schedule

The 2027 program dates are **Tuesday, June 1, 2027,** through **Friday, August 6, 2027**. All Fellows will be scheduled for 40 hours per week, for the entirety of the ten-week program at their respective arts organizations. Anticipated individualized daily schedules will be set by the host organization and communicated to their respective Fellow and the Foundation following the matching process and again one week prior to the first day of the Fellowship. The schedule should remain the same for the duration of the Fellowship. Arts organizations must ensure that Fellows are available to attend scheduled broader Fellowship events, which occur approximately once per week, typically lasting around 3.5 hours. The dates of these activities will be provided by the Foundation to the organizations and should be incorporated into each Fellow's schedule. Fellows should plan to be present for the entirety of the ten-week program.

Timeline

January 4, 2027	Fellowship & Host Organization Applications Open
February 1, 2027	Fellowship & Host Organization Applications Close
February 22- 26, 2027	Interviews with Fellow Finalists
Week of March 8, 2027	Placement Notifications sent to Selected Fellows and Host Organizations
April 2027	Supervisor Orientation & Training Mentor Orientation & Training
May 2027	Fellow Orientation & Training
June 1, 2027	Opening Ceremony
June 1 - August 6, 2027	Fellows complete project at host organization
August 6, 2027	Closing Ceremony

How to Apply

Applicants are required to complete and submit the online Gyo Obata Fellowship application form (which includes uploading a Personal Statement, Transcript(s), and Letters of Recommendation) by **11:59p.m. CST on February 1, 2027.** *Materials received after the deadline will not be accepted and will result in an incomplete application.*

Application Materials

Personal Statement

Upload a personal statement of no more than *500 words* (approximately 2 typed pages, double-spaced). The personal statement should address the following points:

- The Gyo Obata Fellowship program envisions an equitable field of arts administration. What interests you most about this program? As part of your response, please elaborate on what diverse perspective(s) you represent and why that representation is important in the field of arts management.
- Please share how your job, life, and academic experiences (which may also include extracurriculars, school clubs, or volunteer groups) have shaped your interest in pursuing a career in the arts / arts administration.
- Share specific future career or educational avenues you are interested in exploring, and how you feel this Fellowship will help you achieve these goals.

Resume

Please upload an up-to-date copy of your resume, no longer than 2 pages. Resumes should include academic and job experience, and may also include honors and awards, volunteer experience, exhibitions or performances, publications, extracurriculars, and club affiliations. Multiple-page resumes must be combined into a single PDF before uploading.

Transcript(s)

Please upload an up-to-date copy of your transcript(s). Transcript(s) must record at least one semester or two quarters of college/university (occurring in the Fall of 2025) by the time of application. College/university here refers to bachelor's degree program or associate's degree program below the baccalaureate level. If you have transferred in the past year, you must also include a transcript from your previous college/university. If you graduated from a school outside of the United States,

transcripts may be substituted with proof of completed courses and/or copies of diploma(s). Unofficial transcripts are acceptable for all applicants. If your institution does not offer a no-cost option for acquiring an unofficial or official transcript (i.e. UMSL), and it would be a financial hardship for you to acquire one, a grade report may be supplemented with advance approval from the Program Lead. Please be aware that we may request a copy of the official transcript(s) later in the evaluation process.

Letters of Recommendation (2)

Applicants must have two confidential letters of recommendation submitted directly by their recommenders to the Program Lead at tara.morton@gateway-foundation.org. Letters must be received no later than 11:59 p.m. CST on February 1, 2027. Typically, the most appropriate recommenders are college/university faculty members who can address your academic performance. Other recommenders may include past or current employers who are familiar with applicant's relevant skills and abilities.

Please instruct your recommenders to email the letters directly to the provided email address prior to the application deadline as noted above. Applicants will also provide the name and contact information of your recommenders in the "Letters of Recommendation" section of the online application.

For Recommenders: please state how long you have known the applicant and in what capacity. The Foundation seeks insight into the candidate's abilities in the following areas: academic performance, research and writing skills, curiosity, and ability to take initiative, interpersonal skills, and dependability.