



The University of Auckland Residency Michael King Writers' Centre 2018

The University of Auckland Residency at the Michael King Writers' Centre is offered jointly by the University of Auckland and the Michael King Writers' Centre, with support from Creative New Zealand.

The position is for 20 weeks, from 5 February until 24 June 2018 and the University semester begins on 26 February 2018.

Eligibility

The residency is open to established writers of fiction and/or creative nonfiction, who are permanent residents in New Zealand or hold New Zealand citizenship. Applications are invited from writers with a substantial publishing record, of proven merit and recognised in the field of New Zealand literature.

During the 2018 residency, the writer should be engaged in a work of fiction or creative non-fiction.

The following persons are not eligible for selection:

- Tertiary students working towards the completion of a tertiary qualification;
- University academics or employees whose project is part of their usual employment and covered by their employment agreement;
- Anyone who has an overdue project or project completion report for a project previously funded by an arts funding organisation;
- Trustees and staff of the Michael King Writers' Centre;

Writers who have previously held the University of Auckland Fellowship may be eligible to apply, but should check first (eligibility will depend on how long ago the first fellowship was).

The project must be written in English or Te Reo Māori.

The selection panel will consist of three representatives from the University of Auckland (one in the chair) and two from the Michael King Writers' Centre. The decision of the selection panel will be final and the panel will not engage in correspondence or discussion about the decision.

The successful applicant will be required to sign the following terms and conditions for the residency to confirm his or her acceptance, and will be required to sign a fixed-term employment contract with the University of Auckland.

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Payment

Accommodation costs will be met by the Michael King Writers' Centre. A stipend/salary of \$27,000 will be paid. Payment of the stipend will be by the following arrangement:

- The Michael King Writers' Centre will pay its portion of the stipend (\$12,000) to the writer in three instalments. The writer will provide his/her Inland Revenue Department number to the centre and unless a tax exemption certificate is provided the stipend will be subject to tax (usually withholding tax of 20%).
- The University of Auckland requires that the writer enter into a fixed-term employment arrangement for the duration of the residency. A total payment of \$15,000 NZ dollars will be made by way of fortnightly salary payments to a nominated bank account and will be subject to PAYE tax.

Terms and conditions

The writer who is selected for the residency will be asked to agree to the following terms and conditions:

- The appointed writer will reside (or work) at the Michael King Writers' Centre (MKWC) for the term of the appointment and agree to be based for at least up to two days each week at the Faculty of Arts at the University of Auckland, where an office and library card will be provided.
- The writer will commit to visiting up to six classes at the University of Auckland between March and May, making an active contribution to the cultural, creative and intellectual life of the University and interacting with students and staff.
- The writer is also expected to take part in at least one public reading during the University semester.
- A writer normally resident in Auckland is eligible to apply and may have a flexible arrangement (eg: residing part-time and working in the studio). In this case, the arrangement must be discussed and agreed with the MKWC in advance. All University commitments still apply.
- The objective of the residency is to enable the writer to dedicate significant time to his or her writing project. If the appointed writer is in regular employment, he or she is expected to arrange to be on leave for the duration of the residency.
- Travel costs are not covered by the residency.
- The writer accepts that the residency may be promoted by the host organisations (MKWC and the University of Auckland) in their publications and media activities. The writer grants the host organisations the right to use his/her name, likeness, images of and extracts of work created during the residency in conjunction with any publicity, reports or projects. However, the copyright and intellectual property of any works by the writer started, undertaken or completed during the residency shall be the property of the resident writer.
- The writer agrees to make a reasonable and appropriate contribution to the cultural life of the MKWC by taking part in an agreed number of events and activities.
- Within four (4) weeks of the completion of the residency, the writer agrees to provide a written evaluation and report to the MKWC, as the MKWC is required to provide the evaluation and a written report to Creative New Zealand.
- The writer agrees to provide progress reports to the MKWC on the agreed project after the completion of the residency and to notify the centre when the resulting work is published.
- The writer will be required to acknowledge the host organisations in any work published, produced or created as a result of the residency.
- The writer agrees to provide two signed copies of the published work to the MKWC to be held in its library.
- The Michael King Writers' Centre expects the writer to behave in a reasonable manner at all times and to respect other users of the facility. The centre reserves the right to cease its obligations and payments under this agreement in the event that the resident writer is involved in any activity that in the opinion of the centre brings the residency or the host organisations into disrepute.

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- The writer and host organisations shall in good faith attempt to resolve any dispute using informal dispute resolution techniques (such as mediation, expert appraisal or determination), and failing that arbitration in accordance with the Arbitration Act 1996.

In addition to these terms and conditions, the writer agrees to the following terms and conditions relating specifically to the Michael King Writers' Centre:

- The writer is entitled to use one bedroom and ensuite bathroom, and the detached writer's studio. The kitchen, lounge, office and laundry are shared with other users.
- A car parking space is available, but access to the summit road is closed overnight in weekends (residents have a key to the gate). The house is up a steep hill, but close to the Devonport village and public transport.
- The writer accepts that the house is used for other activities, such as meetings and occasional events, and as a base for the administration of the Michael King Writers' Studio Trust. The manager will give notice of coming events and endeavour to keep disruption to a minimum.
- There is a second bedroom at the house (the front bedroom) which is frequently used by a visiting writer.
- Arrival and departure dates must be agreed in advance with the manager. There may be flexibility around the arrival and departure dates.
- The writer will report any damage and maintenance requirements and will co-operate with any displacement or inconvenience associated with repairs and maintenance.
- Residents will provide their own laptop/computer, printers and computer equipment. The centre is able to assist with small printing jobs. There is an excellent printing shop in the village.
- Broadband internet is available (Wifi). The resident undertakes not to make inappropriate or illegal use of the internet connection or in any way bring the Michael King Writers' Centre into disrepute.
- Residents are responsible for insurance arrangements for their own property.
- Residents must pay for all toll calls.
- Visitors are welcome, provided the needs of other residents are respected.
- The writer agrees to keep the house secure at all times, not to disclose the alarm code to any unauthorised person or make copies of the house keys. The writer agrees to respect security arrangements for Takarunga Mt Victoria established by the Auckland Council and Maunga Authority.
- No parties or pets are allowed.
- No smoking, fires or candles are permitted in the house;
- The house is cleaned every week. Residents are responsible for their own housework, cooking, washing and cleaning. The writer-in-residence agrees to keep the shared areas of the house tidy at all times. Personal belongings must be kept in the resident's bedroom and studio.
- All keys must be returned before departure and any outstanding bills paid.

The Michael King Writers' Centre thanks Creative New Zealand, Auckland Council, the Devonport Takapuna Local Board and the University of Auckland for their support for the residencies.

I agree to the terms and conditions set out above:

Signed: _____ Date: _____

Full name: _____

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