



## Centre for Stories 2024 Hot Desk Fellowship Guidelines

Our Hot Desk Fellowships are funded by the Department of Local Government, Sport and Cultural Industries of the Western Australian Government and the Centre for Stories' very own Founders Circle.

1. Applications are invited from people living in Western Australia who identify as Culturally and Linguistically Diverse and/or Aboriginal and Torres Strait Islander. Centre for Stories is an inclusive organisation, and so we encourage people who identify with the above who also identify as LGBTQIA+ and/or living with disability to apply.
2. Applicants are required to submit a sample of writing. This may be forwarded to Centre for Stories in the form of a link to the applicant's website or relevant online publication, or in the form of a PDF or Word Document. Samples of writing in the form of a short story (or stories) of between 1500-3000 words, 8 poems, or 12 A4 pages of writing (including script writing) if sending as a PDF or Word Document.
3. Applications are to be completed online via the form: <https://centreforstories.com/hot-desk-fellowship/>
4. Please fill out the online application form and answer the questions carefully before submitting online. Do not exceed 100 words per answer. The sample of writing must be supplied in PDF or Word Doc form and must use the following naming convention: surname\_initial\_title.pdf or surname\_initial\_title.doc
5. Applications open Monday 12 February 2024 and close at 11.59pm on Sunday 17 March 2024. Late applications for this round will not be considered for selection.
6. Successful applications will be contacted by email during the week starting 25 March 2024.
7. Successful applicants will receive a dedicated desk at the Centre for Stories for a minimum of 10 days spread out over 8 to 12 consecutive weeks, with a minimum of one day per week over a maximum 12-week period. Successful applicants are expected to be present at the Centre for Stories for a minimum of five hours per nominated day, though specific start and finish times are negotiable depending on individual needs and external responsibilities. Centre for Stories will endeavour to support writers with disabilities and provide alternative options (e.g. working from home/remote, extended deadlines, space for a companion) and will maintain an open conversation to support your access needs.

8. Successful applicants will determine their Hot Desk Fellowship schedule in collaboration with Centre for Stories and will complete their Hot Desk Fellowship in a period of 8 to 12 consecutive weeks between the months of March 2024 and June 2024.
9. Successful applicants will be profiled on Centre for Stories' website and social media. On request, successful applicants agree to provide a photograph for publicity purposes and agree to the Centre for Stories publishing an excerpt from their work-in-progress on its website.
10. Successful applicants may be invited to participate in a public in-conversation event held at the Centre for Stories, at a local festival, or online via Zoom.
11. Successful applicants will have the opportunity to work from Centre for Stories' Northbridge venue, attend Centre for Stories events and workshops, attend networking events, interact with other writers, and seek support from Centre for Stories staff.
12. Successful applicants are required to work on at least one piece of writing, either in full or in part and are not permitted to work on tasks or projects unrelated to their creative writing practice (including thesis/PhD's and other academic dissertations) while at the Centre for Stories.
13. Successful applicants are required to track their progress using the Hot Desk Fellowship Tracker document provided when commencing the Fellowship.
14. Centre for Stories reserves the right to publish all or part of the writing produced during the Hot Desk Fellowship on our website, or in other Centre for Stories publications.
15. Writers will receive a stipend of \$2000 for their participation.
16. Payment of the stipend will be made in three parts – the first payment to be made at completion of the first 4 weeks, the second at the completion of 8 weeks, and the final upon completion of the Hot Desk Fellowship, including the submission of a completed or partially completed piece of writing to the Centre for Stories.

**Centre for Stories is dedicated to making our programs accessible and inclusive. Please get in touch if you have any questions about the program.**

The Hot Desk Fellowships are possible with funding from the Department of Local Government, Sport and Cultural Industries and the Centre for Stories Founders Circle.



Department of  
**Local Government, Sport  
and Cultural Industries**

Centre for Stories  
**FOUNDERS  
CIRCLE**