



## Work Experience Task List

Select tasks from the below list to complete during your placement.

Task	Objective	Complete
		PLEASE TICK ✓
1	Performance Appraisal - Feedback	
2	Setting up art exhibitions	
3	Artwork reviews for social media	
4	Create a piece of art and document your progress	
5	Prepare your art for display	
6	Write your artist bio or resumé	
7	Meeting Visitors	
8	Participate in other art activities	
9	Gallery Administration	
10	Maintaining gallery cleanliness and safety	