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**Teaching Artist Application** Alaska State Council on the Arts

**2010-2012 Artist in Schools Program**

411 W. 4<sup>th</sup> Avenue, Suite 1E Anchorage, Alaska 99501

Phone: (907) 269-6682 Fax: (907) 269-6601

Toll free: 1-888-278-7424

[ruth.glenn@alaska.gov](mailto:ruth.glenn@alaska.gov)

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**Mission:** The Arts in Education Program of the Alaska State Council on the Arts exists to promote and improve the teaching of the arts as an integral part of life and basic education through direct access to opportunities for cultural, historical, creative and appreciative experiences.

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**Funding:** Arts in Education (AIE) is a program of the Alaska State Council on the Arts which receives funding support from the Alaska State Legislature, the National Endowment for the Arts, a federal agency and the Rasmuson Foundation.

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**Purpose:** Artist in Schools (AIS) is the residency portion of the Arts in Education Program. Alaskan schools and districts apply for grants to support residencies that enrich the existing arts curricula and instruction. The program offers artists opportunities to work in on-site residency situations generally lasting from two weeks –to four months. Artists provide classroom art experiences, teacher training, community workshops and opportunities for student observation of them at work as artists. Through the involvement of school staff and community members, the program stimulates art activities beyond the residencies into communities. Any district or school in Alaska may apply to sponsor an Artist in Schools residency. Schools/districts pay a portion of the program costs; if the artist is from out of town, they also provide housing and meals or a food allowance.

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**DEADLINE: MARCH 1, 2010 is the postmark deadline for applications.** Applications must be complete when received. Artists reviewed and accepted in 2010 will remain on the Teaching Artist Roster until May, 2012.

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**Eligibility:** The Alaska Artist in Schools program seeks Teaching Artists who (1) excel in their profession and are able to excite others about the arts, providing enriching educational opportunities for students and teachers alike; (2) are experienced professional artists who enjoy working with children and adults of all ages and who can work effectively in both large, urban schools and remote, cross-cultural locations. A number of Alaskan residencies take place in villages where services and resources are limited and lifestyles are subsistence oriented. In those residencies flexibility, patience, resiliency and a sense of adventure are particularly required.

Proof of completion of a Teaching Artist Seminar Series must be submitted along with an application. Since this is a new requirement, completion of such a series *MUST* be done *within the two years the artist is on the roster*. (For example, if accepted in 2010, you would need to complete seminars by 2012) This requirement may be waived if the Teaching Artist has a teaching certificate from any state in the US, *or* can provide three letters of reference from teachers/administrators attesting to the skills, knowledge and teaching experience of the Teaching Artist.

Any artist residing who may legally work in the country, is eligible to apply to the Alaska Artist in Schools Teaching Artist Roster. Preference will be given to artists residing in the State of Alaska at the time of review by the AIS review panel. Artists living in the WESTAF region - AZ, CA, CO, ID, MT, NV, NM, OR, UT, WA and WY - will be given preference for acceptance over applicants residing in other states.

A minimum two-week commitment is required. **Interdisciplinary:** If two artists prefer to work as a team, a collaborative team application may be submitted.

**Acceptance of your application by the AIS review panel does not guarantee that you will be hired for a residency.** Each year schools and/or districts select Teaching Artists and arts disciplines. The AIE program Director will contact you regarding your status in the Alaska Teaching Artist Roster if current address information has been provided. Please call (907) 269-6682 or 1(888) 278-7424 or email [ruth.glenn@alaska.gov](mailto:ruth.glenn@alaska.gov) with any questions regarding the program or application process. Thank you for your interest in working in Alaskan schools.

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## **Responsibilities**

The Teaching Artist:

- Serves as a unique resource to the school and community, rather than as a member of the teaching staff.
- Communicates extensively with an identified person within the community/district/school who acts as a primary local resource and contact.
- In collaboration with school administrators and local contacts coordinates a schedule which typically involves at least 4 hrs per day working with students in small groups, typically 12-20 students.
- Spends the remainder of each school day working on his/her own projects in a studio space open for observation by students, teachers and community members. Studio space and observation time at each site will depend on art form, community facilities and interest of the artist.
- Works in partnership with teachers, to help them develop new skills, and leaves lesson plans/resources for continuing art activities and arts education.
- Provides at least one two-hour workshop for teachers and a community activity as part of the residency.
- Prepares for the residency by coordinating with the school contact, any travel logistics, purchases and accounts for supplies within a pre- established budget
- Submits a final report and online evaluation form in a timely manner

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**Compensation:** Artists selected by a school for participation in the Alaska AIS program generally receive a contract fee for services of \$1,000 per week. Artists participating in the program are **independent contractors**, responsible for paying their own state and federal taxes. All artists working through AIS must apply for a State of Alaska Business License, or proper licensing from their resident state. Round trip transportation, food, housing and supplies are typically negotiated with the school/district prior to the school's application for an AIS residency.

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## **Residency Art Forms**

**Visual Arts and Crafts:** Painting, sculpture, drawing, printmaking, fiber, clay, glass, metal, paper, plastic, wood, mixed media, jewelry making, photography, bookmaking, etc.

**Media arts** - Film, audio, video, computer, etc.

**Literary Arts:** Poetry, fiction, nonfiction, playwriting, journal writing, legend writing, etc.

**Folk Arts and Traditional Native Visual Arts:** Bead work, skin sewing, basketry, quilting, carving, kayak and sled building, etc.

**Dance:** Ballet, ethnic/jazz, modern, creative movement, etc.

**Music:** Instrumental, choral, classical, ethnic/jazz, opera, musical theatre, etc.

**Theatre** - Puppetry, dramatic arts, circus arts, Reader's Theatre etc.

**Folk Arts and Traditional Performing Native Arts:** Storytelling, Native dance, Native music, etc.

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## **Review Process**

Teaching Artist applications to the AIS program are reviewed by a panel of Alaskan artists, educators and arts administrators. Criteria for selection of Teaching Artists to be added to the Roster for the AIS program are (100 points possible):

**Quality of Work** (40 Points) - determined primarily through supplementary materials submitted; however, the resume, statement of intent and letters of recommendation will also assist panelists in ascertaining the quality of work. The artist's resume should reflect the education, training and experiences that show he/she is a practicing professional artist.

**Teaching Experience** (40 points) determined by evidence submitted by the artist which reflects demonstrated interest in, experiences in educational settings and ability to share skills and knowledge with students. Teaching certificates, completion of the Teaching Artist Seminar Series and/or letters from three sources specifying the teaching ability of the artist should be included.

**Adaptability and Suitability to the Alaska AIS program** (20 points) will be assessed through the artist's statement and letters of recommendation.

Also taken into consideration is the uniqueness of a particular artist's talent or art form.

**Incomplete applications will not be reviewed by the panel.**

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**To Apply:** Complete the attached application form and submit it, with your resume, statement and discipline support materials to the AIS Program Director:

**Artist in Schools Teaching Artist Roster, Alaska State Council on the Arts, 411 W. 4<sup>th</sup> Avenue, Suite 1E, Anchorage, AK 99501.**

Please type and make a copy of all paperwork for your own records. Be brief, concise and neat in your presentation. Your application materials are the first, and often the only, impression the review panel and schools will have of you.

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**RESUME:** A resume of *no more than two 8½" x 11"* pages in length, with a font size no smaller than 11. If your background is extensive, limit the information to highlights of your career. Formal education is not a prerequisite; however, workshops and training should be listed in the resume. Include the following:

- a. **Education and arts training:** degrees, apprenticeships, workshops. Include names of any master teachers/mentors with whom you've studied, if appropriate
- b. **Professional history:** exhibitions, performances, publications, commissions and awards.
- c. **Teaching:** in schools/colleges, studios or community centers/workshops. Include ages of students, and indicate any previous AIS experience.
- d. **Rural Alaska community experience:** include pertinent details.

**ARTIST STATEMENT:** Please restate the following questions, then answer each of them. Must be *no more than 2 pages long* with a font size no smaller than 11.

- a. How will a Teaching Artist residency benefit your professional development?
- b. Describe arts activities you will do with students, How much contact time will students need to complete any specific projects? What is the ideal length for each session?
- c. What ages are you willing to work with? What is the ideal class size in your opinion?
- d. What specific skills and knowledge will students gain from your work with them? How will you know what they have learned?
- e. What skills will teachers gain from your residency in their classrooms?
- f. What materials would you send to the school to help prepare them for your residency? What materials will you leave with teachers to follow up after your residency?

#### LESSON PLAN

On a separate page(s), *no more than 3*, outline a sample lesson plan for your residency.

## **DISCIPLINE SUPPORT MATERIALS**

The review panel relies on the **discipline support materials** for information about your artwork and experience. Mark each item clearly with your name and address. *No more than two pages* of reviews, photos, etc. may be submitted, in addition to your electronic media/DVD or website address. This does not include the 15pages Literary Artists need to submit of their work.

**Required** materials for particular disciplines are:

**VISUAL ARTS AND CRAFTS (including PHOTOGRAPHY):** Submit up to ten (10) images of recent work. These images should be submitted digitally via CD/DVD and/or Power Point or web site access and should be accompanied by a listing with title, size, medium, date of work, and in the order presented in CD/DVD.

**LITERARY ARTS:** Submit no more than fifteen 8 1/2" x 11" pages of writing samples, as well as verification of work accepted in five different publications. Verification includes a publication record listing works published, name of publication, date of publication, volume, issue, page number, etc.

**DANCE, THEATRE and MUSICAL THEATRE:** Submit a CD/DVD or web site access that shows you in performance and/or works choreographed/directed by you. Promotional material is acceptable only if it shows you performing or directing a piece. Label each CD/DVD and include notes and directions to a three-minute selection to be reviewed. If there are several artists in the material, please identify yourself. If you are directing/choreographing the piece, indicate that on an accompanying description.

**MUSIC and OPERA:** Submit a CD/DVD or access to a web site of your work with notes and directions to a three-minute selection you would like the panel to hear. Make sure that you identify the piece and your part in it – Did you write it? Are you performing in it? Which vocal part or instrument are you? Follow the above guidelines for Dance and Theatre to submit material.

**FOLK/NATIVE ARTS and INTERDISCIPLINARY ARTS:** These two disciplines fall into all of the above categories. Submit the most appropriate materials for your artwork. Call the AIS office if you have a question.

If you are accepted to the Alaska AIS Program, your materials will be held for schools/districts to review. Otherwise, supplementary materials will only be returned if a SASE-self-addressed, stamped envelope with enough postage to return your video/cassettes/etc.- is submitted with your application. If no SASE is sent with the application, discipline materials will only be retained for six weeks.

**\* The AIS Program offices are not responsible for material submitted. Send copies or duplicates only.**

**LETTERS OF REFERENCE:** You must provide the AIS program with two **letters of reference** that are dated no earlier than 2008. Letters must relate to your work as an artist and should not be written by a spouse/significant other or any Alaska AIS or ASCA staff. Please do not submit letters written by, or write letters for, other Teaching Artists applying to the program.. Letters should be on letterhead and must include reference addresses, phone numbers and titles. Lead panelists for the review panel will be contacting references. Photocopies of letters are acceptable. If the letters are attesting to your teaching ability they may be used to qualify your teaching ability as stated above but at least one should be in reference to your artistic ability.

**VIEW STATEMENT:** Send a seventy-word **View statement**, a **brief** philosophy statement on the teaching of your art form. This view statement will be used in the Teaching Artist Roster Listing that is available for Alaskan districts/ schools, and will be also included online. This statement is generally the first contact that a school has with you.

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**Mail Application to: Artists in Schools Teaching Artist Roster  
Alaska State Council on the Arts  
411 W. 4<sup>th</sup> Avenue, Suite 1E**

**Anchorage, Alaska 99501**

**Please call (907) 269-6682 or 1(888) 278-7424 (toll free within Alaska) with questions.**



**Teaching Artist Application**  
**2008-2010 Artists in Schools Program**

Alaska State Council on the Arts  
411 W. 4<sup>th</sup> Avenue, Suite 1E Anchorage, Alaska 99501  
Phone: (907) 269-6682 Fax: (907) 269-6601  
Toll free: 1-888-278-7424  
[ruth.glenn@alaska.gov](mailto:ruth.glenn@alaska.gov)

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Please type & send this application form with the supplementary materials requested. Make sure you keep a copy.

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Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

SOCIAL SECURITY/FEDERAL ID NUMBER: \_\_\_\_\_

EMAIL ADDRESS/ WEB SITE: \_\_\_\_\_

**Discipline:** Check the primary discipline for which you are applying and indicate areas of specialization within the art form(s) on the line below. Supplementary materials must be submitted for all disciplines checked.

\_\_\_\_\_ Visual Arts    \_\_\_\_\_ Media Arts    \_\_\_\_\_ Theatre    \_\_\_\_\_ Literary Arts    \_\_\_\_\_ Dance    \_\_\_\_\_ Music

\_\_\_\_\_ Folk & Traditional Native Visual Arts    \_\_\_\_\_ Folk & Traditional Native Performing Arts

**Specialization:** List areas of specialization within primary discipline (i.e. for VISUAL ARTS:bookmaking, ceramics, printmaking, murals, etc.): \_\_\_\_\_

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**Information:** Circle the age group(s) you are willing to work with:

All Ages    Kindergarten/Early Childhood    Elementary    Jr High/Middle School    High School

Length of time you are able to do residency work

\_\_\_\_\_ 2 weeks    \_\_\_\_\_ 1 month    \_\_\_\_\_ longer (specify) \_\_\_\_\_

Can do 2 weeks or longer, but only in my home town which is: \_\_\_\_\_

List any equipment needed on site for you to practice and teach your art form: \_\_\_\_\_

List any special food or housing requirements you have (i.e. non-smoking, allergies, vegetarian, etc.):

List any concerns you may have about travel to remote locations: \_\_\_\_\_

Have you ever been convicted of a felony? \_\_\_\_\_No \_\_\_\_\_Yes (If yes, give details below.)

Within the past five years, have you been convicted of a misdemeanor? \_\_\_\_\_No  
Yes details below

Note: If you have been convicted of a felony, you will be required to provide a copy of your judgment

**Checklist I have included in this packet:** (see guidelines for descriptions)

\_\_\_\_\_ Typed Application Form

\_\_\_\_\_ One - two page Resume

\_\_\_\_\_ Two page (max) Artist Statement

\_\_\_\_\_ Proof of teaching ability (certificate, letters of reference)

\_\_\_\_\_ Sample lesson Plan

\_\_\_\_\_ All Discipline Support Materials for my art form

\_\_\_\_\_ Two Letters of Reference (may use above letters if necessary but a letter referencing the quality of your art work should be included)

\_\_\_\_\_ Support Materials (with name on each item)

\_\_\_\_\_ View Statement to be published in Teaching Artist Roster

\_\_\_\_\_ Self-addressed envelope and enough stamps for the return of your materials - do not include postage metered tape (please include this even if you are a local artist)

\_\_\_\_\_ I have made a copy of this application for my files

PLEASE **DO NOT STAPLE** ANY OF THE ABOVE OR PUT IN PRESENTATION BINDERS.

**Certification:** I hereby certify that all information made on or in connection with this application is true and complete to the best of my knowledge. I understand that any misrepresentation or concealment of pertinent material fact will be sufficient grounds for rejection of my application. I agree to notify the AIS program management of any changes in my address, telephone number and availability.

**Signature:** \_\_\_\_\_ Date \_\_\_\_\_

I give approval for my name to appear on the AIS artist mailing list to be considered for additional non-AIS residency and workshop opportunities and to receive mailings from other organizations. \_\_ yes \_\_ no

**Emergency Contact (for Residencies)** Name \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_  
Relationship \_\_\_\_\_

**Mail completed application to:** **ARTIST IN SCHOOLS Teaching Artist Roster**  
**Alaska State Council on the Arts**  
**411 W. 4<sup>th</sup> AVENUE, SUITE 1E**  
**ANCHORAGE, AK 99501**  
**(907) 269-6682 or 1 (888) 278-7424 (Toll-Free within Alaska)**

Please call with any questions you may have **prior** to mailing your packet. .