

# The Creative Advantage Community Arts Partner Roster GUIDELINES

*The Creative Advantage is a city-wide initiative to establish equitable access to arts education for each and every student in Seattle Public Schools. The Creative Advantage is made possible through a public-private partnership with Seattle Public Schools, the City of Seattle Office of Arts & Culture, Seattle Foundation, and community arts partners.*

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## **THE COMMUNITY ARTS PARTNER ROSTER**

Community arts partnerships with schools are valued in Seattle for their role in increasing student access to arts learning, broadening the arts disciplines students can explore, and for all the ways they create bridges between communities and schools. The Community Arts Partner Roster consists of individual teaching artists and community arts and culture organizations approved to work in Seattle Public Schools through The Creative Advantage. Community Arts Partners collaborate with schools to provide –

- 1) STUDENT ART RESIDENCIES**
- 2) TEACHER PROFESSIONAL DEVELOPMENT**

**Please note:** An applicant can apply to lead student arts residencies **AND** teacher professional development. While community arts partners will actively be promoted, there is no guarantee of work associated with this resource listing.

## **BENEFITS OF BEING ON THE ROSTER**

- Profile on The Creative Advantage [online roster](#)
- Active promotion to Seattle Public Schools and other youth-serving agencies
- Professional development and trainings
- Access to The Creative Advantage Research and Evaluation [reports](#) to support fundraising and advocacy efforts

## **ELIGIBILITY**

Open to individual teaching artists, community arts organizations, and cultural institutions with a minimum of 3 years' teaching experience. *If you are new to teaching artistry or would like to deepen your practice, we encourage you to check out [professional development opportunities](#) with the Office of Arts & Culture.*

<b>2020 COMMUNITY ARTS PARTNER ROSTER: APPLICATION TIMELINE</b>	
APPLICATION OPENS	Monday, February 3
INFORMATION SESSION:	Wednesday, February 26 Time: 6 – 7:30 PM @ ARTS King St. Station
APPLICATION CLOSES	Wednesday, March 11, 11:00 PM PST
Applications Reviewed and Scored by Panel	March 18 – April 9
Notification to all applicants	End of April

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### TIPS FOR SUCCESS

- Review guidelines, check your eligibility and read instructions.
- Check the [glossary](#) for definitions and other helpful information.
- Refer to The Creative Advantage Partner [FAQ](#) sheet.
- Attend an information session.
- Submit your best sample lesson plan(s) and/or teacher professional development plan. It is key to the application score. *How can you best illustrate to the panel the work you do with youth and/or teachers?*
- Contact program manager with questions well in advance of the deadline. We are happy to assist you, but last-minute help is limited due to timing.
- Submit early in case you need time to correct errors in application.

### ROSTER DURATION

- **Updates and renewal applications.** Arts partners accepted to the roster are approved for a two-year period. To remain on the roster after the initial two years, arts partners complete a renewal form that requires evidence of participation in professional development and teaching activity during the previous two years. The purpose of the update process is to verify that community arts partners are remaining active in the field. An advisory panel reviews all new applications; renewals are reviewed internally by program staff.
- **Professional development.** Arts partners participate annually in professional learning, such as The Creative Advantage summer institute and/or seminar series.

### REMOVAL

Teaching artists and community arts and culture organizations can be removed from the roster for actions or behavior that could be detrimental to students, teachers, the community, or The Creative Advantage. This includes the following actions:

- Inappropriate behavior or language in school settings
- Behavior that violates school rules
- Lack of responsible follow-through on terms of teaching contracts
- Unlawful activities
- An arts partner may also be removed from the roster if they do not submit renewal or reapplication materials by stated deadlines.

### PLANNING AHEAD

Once approved to the Community Arts Partner Roster, teaching artists and organizations selected to work with Seattle Public Schools will be required to –

- Complete an IRS W9 form
- Possess a current WA state business license
- Complete background checks
- Enter into a contract with SPS for the duration of a residency or professional development program

For questions about The Creative Advantage Community Arts Partner Roster or for help with the online application please contact the Arts Education Project Manager – [tina.lapadula@seattle.gov](mailto:tina.lapadula@seattle.gov) , (206) 233-7253

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### **PROVIDER OF STUDENT ARTS RESIDENCIES**

For The Creative Advantage, Community Arts Partners lead the following in-school residency programs:

- **INTEGRATED ARTS RESIDENCIES** – Arts residencies that deepen learning in both the arts and other content areas (e.g. language arts, science, or social studies).
- **CULTURAL ARTS RESIDENCIES** – Arts residencies that increase students’ cultural awareness. These programs can take place in core art classes, physical education, technology, world languages, and library programs.

### **ELIGIBILITY**

- Three or more years of experience teaching art to young people in a K-12 setting or after school program
- Experience teaching integrated arts or cultural arts to students

### **REVIEW CRITERIA FOR EVALUATING APPLICATIONS**

#### **Teaching Artist Quality and Experience**

- Clear approach and depth of experience teaching art to young people
- Experience working with communities experiencing oppression, and inclusion of culturally responsive teaching practices
- Ability to articulate clear arts learning objectives and assessment criteria that include one or more [21st Century skills](#) (creative and critical thinking, communication, collaboration, perseverance, and growth-mindset)
- Ability to develop a complete and comprehensive lesson plan
- Experience teaching effective arts integrated arts or cultural arts to young people
- Work sample that demonstrates abilities and achievements as a teaching artist or teaching artist organization

### **REQUIRED APPLICATION MATERIALS FOR LEADING ARTS RESIDENCIES**

All applications completed online through [Seattle GO Smart](#). Applicants will upload documents for items 1 – 3.

- 1) Resume or biography** - Submit current **resume** or detailed biography that provides information on artist background and teaching artist history. (Organizations may submit up to three total of teaching artists on their faculty.)
- 2) Sample lesson plan** - Submit a sample lesson plan using the **template** provided for an integrated arts **OR** cultural arts residency that you have led. If you would like to be considered as provider for both residency types, please do **ONE** of the following –
  - Submit one lesson plan that meets goals for both integrated arts and cultural arts
  - Submit two lesson plans - one on integrated arts; one for cultural arts
- 3) Work sample** - Submit one to two work samples that demonstrate your abilities and achievements as a teaching artist or teaching artist organization. Work samples can include: articles or blog posts; media (photo, video, or audio) of projects created by students or student performances; documentation of teaching in action (photo, video, or audio).
- 4) Narrative questions** - These questions provide an opportunity to express your approach to teaching and to share your expertise. Applicants will be asked to provide information on teaching practice, including 21<sup>st</sup> Century skills, and integrated or cultural arts, how you work with teachers, and how you promote equity.

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**5) Evaluation form** - Someone who has observed and can give feedback on your teaching should complete the 2-page form. The evaluator should base his or her comments on a lesson you've led within the last year. Email the form to the evaluator or direct them to download it from The Creative Advantage website. They must email the completed form directly to [tina.lapadula@seattle.gov](mailto:tina.lapadula@seattle.gov) by the application deadline. Be sure to give the evaluator enough notice to complete this form thoughtfully.

**\*END OF GUIDELINES FOR: PROVIDER OF STUDENT ARTS RESIDENCIES\***

*Proceed to pages 5 – 6 for guidelines for Provider of Teacher Professional Development*

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### **PROVIDER OF TEACHER PROFESSIONAL DEVELOPMENT**

For The Creative Advantage, Community Arts Partners lead professional development for teachers on arts integrated instruction that connects arts content, skills, and other subject areas.

#### **ELIGIBILITY**

Individual teaching artists and arts organizations that meet the following qualifications are invited to apply to the Community Arts Partner Roster as a PROFESSIONAL DEVELOPMENT provider:

- Three or more years' experience leading professional development for K-12 teachers
- Experience providing integrated arts training for school teachers or teaching artists

#### **REVIEW CRITERIA FOR EVALUATING APPLICATIONS**

##### **Teaching/Program Quality and Experience**

- Clear approach and depth of experience leading teacher professional development
- Experience and skills working with participants of diverse racial, cultural, and economic backgrounds
- Experience working with communities experiencing oppression; inclusion of culturally responsive teaching practices
- Activities that support teachers to foster [21<sup>st</sup> century skills](#) with students in their own classrooms
- Ability to articulate clear arts learning objectives for adult learners
- Ability to develop a complete and comprehensive professional development plan for teachers in integrated arts
- Ability to evaluate/assess and demonstrate impact of professional development on participants/how professional development impacts teacher practice over time

#### **REVIEW CRITERIA FOR EVALUATING APPLICATIONS**

All applications completed online through [Seattle GO Smart](#). Applicants will upload documents for items 1 - 3.

- 1) Resume or biography** - Include current resumes or biographies for lead teaching artist(s) that provide information on artist background and teaching artist history. (Organizations may submit up to three total of teaching artists on their faculty)
- 2) Sample outline of teacher professional development** - Provide an outline of your teacher professional development program plan that includes: goals and learning objectives; format of plan - timeline of events, range of sessions, etc.; types of activities; how you evaluate your program; other components, such as mentoring and coaching activities
- 3) Work sample** - Provide evidence of participant satisfaction with professional development including feedback from teachers on integrated arts trainings you've provided. Samples may include – participant surveys; pre/post assessments; focus group results; other evaluative data that speaks to program outcomes. Up to **two** samples will be accepted per application. **Note:** Response must be anonymous. Please do not provide names or contact information for any respondent.

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- 4) **Narrative questions** – These questions provide an opportunity to express your approach to providing professional development and to share your expertise. Applicants will be asked to provide information on 21<sup>st</sup> Century skills and integrated arts development for teachers, how you work with schools, and how you promote equity and access.
- 5) **Evaluation form** - Someone who has observed and can give feedback on your work should complete the 2-page form. The evaluator should base his or her comments on a lesson you've led within the last year. Email the form to the evaluator or direct them to download it from The Creative Advantage website. They must email the completed form directly to [tina.lapadula@seattle.gov](mailto:tina.lapadula@seattle.gov) by the application deadline. Be sure to give the evaluator enough notice to complete this form thoughtfully.

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