

**CITY OF SACRAMENTO  
SACRAMENTO METROPOLITAN ARTS COMMISSION  
ARTS EDUCATION PROGRAM**

**CALL FOR TEACHING ARTISTS FOR  
PRE-QUALIFIED TEACHING POOL**

The Sacramento Metropolitan Arts Commission (SMAC) seeks to expand its pre-qualified teaching artist pool and invites artists to submit qualifications for potential inclusion in the pool for upcoming arts education opportunities for all ages in regional social service organizations, after-school programs and in-school programs. Artists selected for this pool will be immediately considered for current education projects and pending funding, for future potential SMAC arts education projects with various populations at a variety of sites throughout Sacramento County over the next five years. It is anticipated that ten to fifteen artists will be contracted for projects in the fall of 2010, and pending funding, several more in the next year. Teaching artists currently in the pre-qualified teaching artist pool do not need to re-apply, though they are welcome to submit updated information for their files.

A small selection panel comprised of members of SMAC, and arts and arts education professionals will review applications to add qualified, experienced teaching artists working in a variety of arts disciplines to SMAC's teaching artist pool. These disciplines include music, dance, theatre, creative writing, poetry, spoken word, visual arts, digital arts and media arts.

Once artists are accepted in the pool, they are considered for appropriate education projects and invited to appear before individual selection committees convened to review artists' qualifications for teaching for a specific project. They may be asked to submit educational materials appropriate for the projects planned for those sites. The composition of the selection committees may vary, but will typically include SMAC staff, school and social service organization employees, and other arts professionals.

**Types of Arts Education Projects for 2010-2011 include:**

- Short term residencies in elementary or middle school classrooms during school hours (up to 5 visits)
- Longer term residencies in elementary classrooms during school hours (5-12 visits)
- Classes for older adults in community centers and senior housing (8-20 sessions)
- After-school classes for children and youth in social service settings (weekly)
- Classes for pre-school age children and their caretakers in social service settings (weekly)
- Professional development workshops for classroom teachers or student teachers

Projects at social service and community organization sites typically involve classes, residencies and exhibits/performances with vulnerable populations of all ages or with specifically older adult settings. School residencies require standards-based arts lessons integrated into language arts learning objectives for elementary or middle school grades during the school day.

If awarded a teaching contract, artists will be required to attend collaborative planning meetings with SMAC and site employees, develop and present lesson plans, teach the

contracted classes or workshops, coordinate and attend appropriate exhibits, performances or field trips, and fully participate in evaluative processes for their project.

### **Potential Arts Education Projects & Sites**

Other Arts Education projects may include: long-term artist residencies; a series of classes or workshops; short-term projects centered on defined learning objectives resulting in a performance or exhibit; single session arts education experiences for fluctuating populations; sequential arts curriculum designed to align with other school content areas; or multi-arts education projects involving collaboration with several artists.

Anticipated populations for arts education projects include: children, youths, adults, older adults, families or intergenerational groups, vulnerable populations, culturally-specific populations, and special needs populations.

Sites for arts education projects may include: homeless shelters, community centers, social service and treatment centers, schools, after-school programs, senior centers, drop in centers, and health service centers.

### **Arts Education Budgets**

It is anticipated that individual arts education project budgets will range in scope from \$5,000 to \$30,000 per project. Teaching artists are generally compensated by the hour: \$40-\$50 per hour for instruction; \$22-\$25 per hour for collaborative planning and meetings; \$30 per hour for event preparation and implementation.

### **Eligibility Requirements**

Professional artists in all disciplines with teaching experience who reside or work in Sacramento, Yolo, El Dorado, Placer, San Joaquin, Amador, Butte, Nevada, Solano, Sutter, or Yuba counties, are eligible to apply to the pre-qualified teaching artist pool. Applicants must be at least 18 years of age and not full-time high school or undergraduate college students.

Applicants must have the ability to provide evidence of a current negative TB test and fingerprinting (Livescan) for background investigation if chosen as a teaching artist for a project.

### **Artist Selection Criteria**

Artists will be selected for inclusion in the pre-qualified teaching artist pool based on the following criteria:

1. *Artistic Skills:* As demonstrated through the submitted application materials, the qualifications of the artist in the areas of technique, creativity, consistent quality of work, artistic achievement, and training or experience.
2. *Instructional Skills:* Ability to communicate artistically and verbally and to stimulate creativity in others; previous experience teaching relevant populations; capacity to develop excellent lessons in collaboration with others; and as appropriate, familiarity with the California Content Standards including the Visual and Performing Arts Standards.
3. *Sample Lesson Plans:* Clear lesson objectives and outcomes; appropriate strategies for evaluation and reflection on lesson objectives; and overall excellence and innovation of educational activities.

4. *Professionalism:* As demonstrated through the submitted application materials, ability to plan and cooperate with administrators, staff and other teaching artists; demonstrated history of ability to successfully carry out a program; classroom management skills; and ability to work as part of a team.
5. Preference for teaching artists who are familiar with the school districts within Sacramento County.
6. Completeness of application and responsiveness to stated submittal content.

### **Application Procedures**

Applicants must submit the following information:

1. A professional résumé, four pages maximum (2 copies).
2. Applicant profile with an artist's statement reflecting on your experience as a working artist; a brief description of your experience as a teacher, the populations you have served and sorts of educational activities you have led; a brief description of your training, formal or informal, to prepare for work as a teaching artist; any language or other skills that uniquely qualify you to teach certain populations. Maximum three pages. (2 copies)
3. One (1) to three (3) examples of lesson plans or educational materials developed by you in the past in your arts discipline applicable to the student populations you are interested in working with. Each lesson plan must include target population(s). (2 copies)
4. One (1) to three (3) letters of reference commenting on the quality of your work as an artist or teaching artist, and ability to produce excellent work in a professional manner. (2 copies).
5. Artist samples and log sheet of your work as an artist, not your students' work: No more than 10 high quality jpg images up to 5MG each for visual artists; 3 minutes of video up to 60mb each or audio up to mb each for performing artists; and up to 20 typed pages up to 10mb each (MS Word, pdf) for literary artists. Images can be submitted on DVD, CD or CD-ROM in the order listed on your log sheet. Video and audio recordings must be cued for 3 minutes of material in the same order as described on your log sheet. Literary artists may submit hard copy or electronic samples. Theatre artists may also include reviews, stills or programs. All samples must be clearly and correctly identified in order of appearance on the log sheet and if possible, on the electronic copy, including such information as artist's name, title of work, medium, dimensions, role of the artist (choreographer, director, actor, etc.) and date of creation or performance. **Submit only one copy. Do not submit original materials, only copies. SMAC will not return any artist samples.**
7. Do not submit paper materials in plastic covers, binders, or folders. Use only paper clips to bind your materials. Do not include additional materials in your application – they will not be reviewed.
8. Proposals will not be accepted by facsimile or email transmission.

**INCOMPLETE APPLICATIONS WILL NOT BE REVIEWED.**

## **APPLICATION DEADLINE**

**Application materials must be received at the Sacramento Metropolitan Arts Commission Offices by 2:00 p.m. on Wednesday, September 1, 2010.**

**Send or deliver application packets to:**

**Sacramento Metropolitan Arts Commission  
2030 Del Paso Blvd. Sacramento, CA 95815-2030  
Attn: Teaching Artist Pre-Qualified Pool**

**Note:**

- Inclusion in the pre-qualified teaching artist pool does not guarantee that an artist will be selected for an Arts Education project.

**Optional Pre-Application Information Meetings available on: August 11, 5-6 p.m.; August 17, 5-6 p.m.; and August 23, 9-10 a.m. at SMAC.** Please **RSVP** to [ebkraft@cityofsacramento.org](mailto:ebkraft@cityofsacramento.org) if you would like to attend one.

For information about the Sacramento Metropolitan Arts Commission and its arts education program, please visit <http://www.sacmetroarts.org/arts-education.html>