



## General Information

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*Changing Education Through the Arts* (CETA) is the Kennedy Center's program that provides professional development opportunities to teachers, education administrators, and teaching artists. For over thirty years, the Kennedy Center has worked closely with Washington, D.C. metropolitan area school districts to annually provide up to 30 hands-on sessions to over 650 local teachers. CETA workshops are led by Kennedy Center teaching artists from across the country who have extensive experience teaching young people and teachers about and through the arts.

The CETA program is always looking for teaching artists with appropriate experience to present professional development workshops at the Kennedy Center. CETA workshops may be focused on arts integration or on teaching about an art form. Teaching artists must have experience in implementing exemplary arts-focused or arts-integrated lessons with students as well as with teachers.

## Teaching Artist Selection Process

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Complete the attached application and submit it along with a resume, description of a professional development workshop you have recently led, and any materials that accompanied the workshop (handouts).

Once the attached application has been received by the Kennedy Center, the application will be vetted through a four-part selection process. The selection process is designed to determine the strength of the applicant's work and to ensure that the applicant's experience will meet the needs of the Kennedy Center's program. The steps of the selection process are described below:

**Step 1:** Following review of the application forms, the applicant will be contacted to schedule a phone interview with a Kennedy Center staff member. Throughout this in-depth conversation, the applicant will be asked to share his/her experiences in working with teachers, and will have an opportunity to learn more about the CETA program. The staff member will then speak with the artist's references listed on the application form. Artists who are considered appropriate will advance to the next step.

**Step 2:** Artists will be asked to complete a "Workshop Proposal" that provides in-depth information about the workshop he/she is interested in presenting at the Kennedy Center. Please note that the proposed workshop must be fully conceptualized, but it is not necessary to have presented the workshop to teachers before the workshop is proposed. However, proposed learning activities must have been taught to students in classrooms. Artists who are considered appropriate will advance to the next step.

**Step 3:** A site visit by a Kennedy Center staff member will be scheduled to observe the artist leading a workshop for teachers. If it is impossible to schedule a site visit, a videotape of the artist leading a workshop for teachers may be submitted. Artists who demonstrate an ability to lead exemplary workshops for teachers will advance to the next step.

**Step 4:** Selected artists will be added to the cadre of artists who have completed the screening process and are available to lead workshops for teachers at the Kennedy Center. The needs of the Kennedy Center's program for the upcoming season will be matched with this cadre of artists to determine which artists will

be selected to present workshops at the Center. This may mean that artists who have completed the screening process may not be scheduled to present a workshop at the Kennedy Center for 1-3 years after receiving approval.

The following criteria are used in selecting artists/arts educators to present workshops for teachers at the Kennedy Center.

#### Selection Criteria

- Extensive knowledge of and experience with an art form.
- Extensive experience teaching young people; workshop leaders can offer advice to teachers only if they have had direct experience working with young people.
- Previous experience presenting workshops for teachers.
- Respect for teachers as professional colleagues; workshop leaders who value teachers' professionalism are respected in turn by teachers.
- Clear and precise approaches to planning; successful workshop leaders plan their workshops with attention to good teaching practice.
- Willingness to openly evaluate their work; workshop leaders are open to the feedback involved in cooperative planning and evaluation.
- Strong communication skills; successful workshop leaders have the ability to speak about their art form to non-experts.
- Ability to respond to questions thoughtfully and directly; and
- Warm and open presentational styles.



## Workshop Leader Application Form

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### DIRECTIONS:

Please compile the following documents:

- Completed application form.
- A current resume that describes your experience teaching and/or performing for young people and teachers.
- A description of an arts-integrated or arts-focused workshop you have recently led.
- Any materials that accompanied the workshop you led (such as handouts).

Complete this form and mail, along with supplemental materials, to:

Amy Duma  
 Education Department  
 The Kennedy Center  
 PO Box 101510  
 Arlington, VA 22201

If you have questions, please call the CETA Program Assistant at (202) 416-8813.

### GENERAL INFORMATION

1. Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City/State/Zip \_\_\_\_\_  
 Phone (day) \_\_\_\_\_ (evening) \_\_\_\_\_  
 Email \_\_\_\_\_  
 Date Application Submitted \_\_\_\_\_

2. List your art form(s) \_\_\_\_\_  
 How many years of experience do you have with your art form? \_\_\_\_\_

3. Indicate whether you have worked with or performed for young people at the following grade levels:

Elementary school students (Pre K-Grade 6) \_\_\_\_yes \_\_\_\_no

If yes, complete the following:

Type of Interaction	Number of Years	Most Recent Year	Number of Interactions in Most Recent Year
___ performance	_____	_____	_____
___ student workshop	_____	_____	_____
___ residency	_____	_____	_____
___ other _____	_____	_____	_____

Secondary school students (Grades 7-12) \_\_\_\_yes \_\_\_\_no

If yes, complete the following:

Type of Interaction	Number of Years	Most Recent Year	Number of Interactions in Most Recent Year
____ performance	_____	_____	_____
____ student workshop	_____	_____	_____
____ residency	_____	_____	_____
____ other _____	_____	_____	_____

4. Have you ever presented workshops for teachers? \_\_\_\_yes \_\_\_\_no

***(The Kennedy Center only accepts applications from artists who have previously presented workshops for teachers.)***

If yes, complete the following:

Type of Interaction	Number of Years	Most Recent Year	Number of Interactions in Most Recent Year
____ in-service workshop	_____	_____	_____
____ workshop with residency	_____	_____	_____
____ other _____	_____	_____	_____

5. Have you attended any of the following Kennedy Center’s “Artist as Educators” Seminars? If so, which year did you attend?

____ Laying the Foundation: Defining Arts Integration	If so, Year Attended _____
____ <i>Planning</i> Effective Residencies for <i>Students</i>	If so, Year Attended _____
____ <i>Planning</i> Effective Workshops for <i>Teachers</i>	If so, Year Attended _____
____ <i>Presenting</i> Effective Workshops for <i>Teachers</i>	If so, Year Attended _____

6. Are you affiliated with an artist-in-education (AIE) program and/or an arts council?

\_\_\_\_yes \_\_\_\_no

If yes, list affiliations below:

a. Organization

\_\_\_\_\_

Contact Person

Phone

\_\_\_\_\_

b. Organization

\_\_\_\_\_

Contact Person

Phone

\_\_\_\_\_

**BRIEFLY DESCRIBE** (on separate paper)

1. Your current professional activities.
2. Describe why you feel it is important to present workshops for teachers.
3. Other aspects about yourself and/or your work with young people and/or teachers you would like to have considered with your application (optional).

**REFERENCES**

List three individuals who have observed your work with young people and/or teachers and who can respond to questions about it. Individuals to whom you have been accountable are preferred.

1. Name \_\_\_\_\_  
Title \_\_\_\_\_  
Organization \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Phone (day) \_\_\_\_\_ (evening) \_\_\_\_\_

2. Name \_\_\_\_\_  
Title \_\_\_\_\_  
Organization \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Phone (day) \_\_\_\_\_ (evening) \_\_\_\_\_

3. Name \_\_\_\_\_  
Title \_\_\_\_\_  
Organization \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Phone (day) \_\_\_\_\_ (evening) \_\_\_\_\_