

## 2012 FULL YEAR REQUIREMENTS INFORMATION

Returning Roster Artists are required to complete the following actions based on their category:

### 1. ALL Roster Artists

- a. Professional Development Action
- b. Biannual Residency
- c. FULL update to online roster profile
- d. Submission of Signature Page

### DESCRIPTION OF ACTIONS

#### PROFESSIONAL DEVELOPMENT ACTION

This action requires completion of a PROFESSIONAL DEVELOPMENT ACTION related to the field of Teaching Artistry. For Education Based Roster Artists, professional development must pertain to work in preK-12 settings.

- Submit the PROFESSIONAL DEVELOPMENT ACTION FORM and documentation in the form of certificates, conference agenda, etc.

#### BIANNUAL RESIDENCY

This action requires completion of ONE residency program and submission of documentation in the form of a teacher/staff evaluation. Projects must have taken place May 2011 – May of 2012.

Artists listed in both the Education and Community tracks need only submit documentation of one residency, however the residency submitted must have taken place in an education-based setting.

If an artist has not conducted a residency program within the two-year timeframe, they will be required to re-apply to the Teaching Artist Roster.

- Submit the FIELD EVALUATION REPORT or your own teacher/staff evaluation form.

#### FULL UPDATE TO ONLINE ROSTER PROFILE

This action requires a FULL UPDATE TO YOUR ONLINE ROSTER PROFILE.

The full update to your online roster profile will require you to re-engage with your online profile, complete new sections of the application and upload any new required materials in order to remain on the Teaching Artist Roster. The tools needed to complete this portion of the requirements will be made available in May 2012. Current Roster Artists that do not complete a full update to their new pages will be removed from the Roster.

- Complete a FULL UPDATE TO YOUR ONLINE ROSTER PROFILE.

#### SUBMISSION OF SIGNATURE PAGE

This action requires submission of the TEACHING ARTIST ROSTER SIGNATURE PAGE.

- Submit the TEACHING ARTIST ROSTER SIGNATURE PAGE.

**THE DEADLINE TO SUBMIT ALL FULL YEAR REQUIREMENTS IS September 2, 2012.**