

## CALL FOR TEACHING ARTISTS

The Arizona Commission on the Arts is seeking up to 10 professional teaching artists throughout Maricopa County who have a serious, committed interest in working with older adults in community and care settings. These teaching artists will form the participant cohort for the inaugural, five-month **AZ Creative Aging Teaching Artist Institute**.

### ABOUT THE AZ CREATIVE AGING TEACHING ARTIST INSTITUTE

Generously supported by Virginia G. Piper Charitable Trust, [AZ Creative Aging](#) is a three-year initiative of the Arizona Commission on the Arts which aims to embed creative aging knowledge and best practices in the community, build an infrastructure for high-quality arts and aging programs, and enhance quality of life for older Arizonans. The AZ Creative Aging Teaching Artist Institute is the initiative's first programmatic module.

The Teaching Artist Institute is a comprehensive training program that will introduce teaching artists to the variety of settings, programs, and partners that make up the creative aging field, and provide skills-building activities for participants to attain the specialized knowledge needed to work successfully with older adults. Inspired by [ArtSage \(www.artsagemn.org\)](#) and other national models, the Institute has been developed around the philosophies of person-centered care, a process-based approach, and cultural responsiveness.

Teaching artists selected to participate in the AZ Creative Aging Teaching Artist Institute will:

- Discover the unique ways that quality, meaningful, participatory arts engagement improves quality of life for adults across the aging spectrum.
- Explore the unique developmental needs of lifelong learning, legacy-leaving, and meaning-making.
- Learn tools and techniques to utilize existing teaching skills to create innovative and relevant arts learning opportunities for older adult populations.
- Understand the aging field with respect to research, myths of aging, levels of care, changes in the brain, physical challenges, and memory decline.
- Understand the process of initiating partnerships for facilitating work with older adults in a variety of settings, and have an opportunity to promote one's teaching artistry to interested parties and potential community, aging service and healthcare partners.
- Establish a peer network of teaching artists working with older adults.

#### DEADLINE

**11:59 PM, Tuesday, December 1, 2015**

#### PARTICIPATION FEE

Thanks to the generous support of Virginia G. Piper Charitable Trust, **there is no fee to participate** in the pilot year of the AZ Creative Aging Teaching Artist Institute.

#### STAFF CONTACT INFORMATION

For any questions regarding the AZ Creative Aging Teaching Artist Institute or application process, please contact

**Harper Piver**

AZ Creative Aging Coordinator

(602) 771-6523

[hpiver@azarts.gov](mailto:hpiver@azarts.gov)

## INSTITUTE FRAMEWORK AND SCHEDULE

The AZ Creative Aging Teaching Artist Institute will be highly experiential, allowing participants to observe and practice activities and processes. Participants will receive training facilitated by master teaching artists, work with a mentor throughout the course of the Institute, and engage in applied learning through guided, on-site teaching opportunities.

Participation includes:

- all curriculum materials;
- lunch at each of the in-person workshop sessions;
- a free background check, often required when working in care facilities; and
- a free copy of [Creativity Matters: The Arts & Aging Toolkit](#).

### Training

The AZ Creative Aging Teaching Artist Institute will take place January through May 2016, with one in-person, full-day (approx. 8:30am – 5:30pm) workshop session each month. The Institute workshop dates are as follows:

- **Introduction to Creative Aging: Myths of Aging and the Power of the Arts**  
Friday, January 15, 2016  
Facilitating artists\*: [Jorge Merced](#), [Elizabeth Johnson](#) (mentor artist), [Tessa Windt](#) (mentor artist)
- **Fundamentals of Working with Older Adults: The Aging Services Field and Adaptive Tools/Techniques**  
Friday, February 19, 2016  
Facilitating artists\*: [Maria Genné](#), [Jane Tygesson](#), [Liz Lerman](#)
- **Community Settings, Communication, and Partnerships: Working with Active Older Adults**  
Friday, March 11, 2016  
Facilitating artists\*: [Anne Basting](#), Elizabeth Johnson, Tessa Windt
- **Healthcare Settings and the Continuum of Care: Working Across the Aging Spectrum**  
Friday, April 15, 2016  
Facilitating artists\*: [Gary Glazner](#)
- **Reflecting and Moving Forward: Marketing to and Connecting with the Aging Services Sector**  
Friday, May 20, 2016

*\*Facilitating artists subject to change.*

### Mentorship

Participants will check in with their mentors via phone calls or video chat in between the five scheduled workshop sessions and will observe the mentor teaching live once during February or March 2016.

### Applied Learning

On-site, guided teaching opportunities will take place between May 9 and May 19, 2016. Participants will not be engaged each day of this timeframe but will need to be available for 2, two-hour blocks within this date range. The Institute coordinator will work with participants to schedule these teaching opportunities.

## APPLICATION PROCESS AND GUIDELINES

### Eligibility

The call for applications is open to all teaching artists residing in Maricopa County\* and working in any arts discipline, including craft, folk, and traditional art. Prior experience working with older adult populations is not a requirement.

**In order to participate in the AZ Creative Aging Teaching Artist Institute, participants must be able to commit to the full Institute (Training, Mentorship and Applied Learning) as outlined in the Institute Framework and Schedule section above.**

*\*Due to Virginia G. Piper Charitable Trust's geographic funding scope, participation is limited to Maricopa County residents.*

### Selection Process

Applications will be reviewed by a panel consisting of Governor-appointed Commissioners, community members and Arts Commission staff. The panel will seek a balance of arts disciplines, gender and geography within the participant cohort. Up to 10 participants will be selected.

Teaching artists who will be successful in this training have prior teaching experience of some kind, a strong desire to work with older adults, an interest in learning about the aging field, mastery of their own art form, an empathetic approach, a desire to be part of a peer network, and an ability to commit to the full Institute schedule.

### How to Apply

All applications must be submitted online through Submittable by the deadline: **11:59 PM, Tuesday, December 1, 2015**. The application submission link is <https://azarts.submittable.com/submit/990d098f-c146-4520-afde-11529c498af7>. For more information about using Submittable, see the FAQ on page 4.

The application consists of the following sections: **[1] Profile, [2] Cover Page, [3] Application Narrative, [4] Artistic Resume or CV and [5] Artistic Work Sample**. Incomplete applications or applications which do not follow all published guidelines will be ineligible for review.

#### [1] Profile

Information provided here will be used for reporting purposes only.

#### [2] Cover Page

Information provided here will be used for evaluation and planning purposes.

#### [3] Application Narrative

In one single document, **no more than 3 pages in length**, respond to the following questions. Organize your narrative using the questions as headings for each response.

1. Briefly describe your experience as a teaching artist.
2. Why are you applying for this training program?
3. If chosen to participate, what do you hope to gain from this experience?
4. How do you plan to put this training experience to use in your teaching artist career?
5. How do you artistically engage with older adults?
6. What are the biggest challenges you feel you face working with older adults?
7. What kinds of arts experiences do you feel are most beneficial to older adults and why?

Application narratives must be formatted as follows:

- Typed in at least 11 point font, single or double spaced.
- Labeled clearly with the applicant name using page headers in the top right-hand corner of each page.
- Numbered sequentially; place page numbers in the bottom right-hand corner of each page.
- Saved with the following file name format: [Last Name]\_ApplicationNarrative, *example: "Smith\_ApplicationNarrative"*

Once complete, upload your Application Narrative in this section of the online form as a Word (.doc or .docx) or PDF file.

**[4] Artistic Resume or CV**

Upload your Artistic Resume or CV in this section of the online form as a Word (.doc or .docx) or PDF file.

**[5] Artistic Work Sample**

Provide one sample of your individual artistic work. Do not submit a sample of your teaching work or enhanced promotional materials.

If submitting audio or video, the work sample should be no more than two (2) minutes in length; if submitting digital images, submit no more than four (4) images; if submitting written work, submit no more than five (5) pages.

Complete the work sample description section of the online form and submit your work sample in one of the following ways:

- Option 1 - Upload the work sample file(s) directly to this section online form.
- Option 2 - Provide a URL to view the work sample on an existing web page. If providing a URL, save the link in a Word or PDF document and upload the document to this section of the online form. The provided web address must lead directly to the page with the work sample being submitted.

**Submitting the Online Application**

Once you have completed all sections of the online application and uploaded all application materials, submit your application by **11:59 PM, Tuesday, December 1, 2015**. Applicants are solely responsible for ensuring their application is complete before submitting. **After an application has been submitted, no changes can be made.** Once your application is submitted, you will receive a follow-up email confirming the application has been received. This email does not validate that the submitted application is complete or eligible for review, only that it has been received by the online system. Applicants will be notified of their application status on, or after, December 10, 2015.

To allow for uniform review of applications, the Arts Commission will only accept applications to the Teaching Artist Institute submitted via Submittable. If a teaching artist is unable to apply to the Teaching Artist Institute through Submittable as the result of an accessibility issue, the Arts Commission will make reasonable accommodations, provided the request is submitted by 4:59 PM, Friday, November 19, 2015.

To make a request, contact Harper Piver at [hpiver@azarts.gov](mailto:hpiver@azarts.gov), 602-771-6523.

**SUBMITTABLE FAQ**

**Q1: I have never used Submittable before. Do I need a user account?**

A1: Yes. When you first go to the application submission page (<https://azarts.submittable.com/submit/990d098f-c146-4520-afde-11529c498af7>) you will be prompted to create your user account. Once you enter and submit your user account information, you will be directed to the online application page. Submittable will send you a confirmation email. Follow the instructions in the confirmation email and you will then be able to sign into Submittable and complete your online application.

**Q2: I have already made a Submittable account, do I need to make a new account in order to apply?**

A2: No, you can use your current Submittable account. When you go to the application submission page you will see a link that says "If you already have a Submittable account, click here to sign in now." Click that link to enter your username and password. Once you sign in, you will be directed to the online application page. *Please Note: If you are using a pre-existing Submittable account, make sure your contact information in Submittable is up-to-date. Notifications will be made using this contact information.*

**Q3: Can I save a draft of my online application?**

A3: Yes, you can save a draft of your online application and return to your application at a later time. Click the "Save Draft" button at the bottom of the application page. When you return to the application submission page, follow the instructions under Question 2 above. Once you sign you, you will be directed to your saved application.

**Q4: How do I submit an online application?**

A4: Once your application is complete, click the "Apply Now" button at the bottom of the application page. Once applications are submitted they cannot be edited or changed.



One of 56 state and jurisdictional arts agencies across the United States, the **Arizona Commission on the Arts** is a 49-year-old agency of the State of Arizona and a leading force in the creative and professional development of Arizona's arts sector. Through robust programs, research initiatives and strategic grantmaking, the Arts Commission catalyzes arts-based partnerships that strengthen Arizona communities through the arts.

**We imagine an Arizona where everyone can participate in and experience the arts.**

For more information, contact us at (602) 771-6501 or email [info@azarts.gov](mailto:info@azarts.gov) or visit [www.azarts.gov](http://www.azarts.gov). To request this or any other publication in an alternate format, contact the Arts Commission offices. *An equal employment opportunity agency.*

