



**HAWAII**  
STATE FOUNDATION on  
CULTURE and the ARTS

Teaching Artist Roster Application

FY2021 Guidelines

## Overview

**Program Title: Teaching Artist Roster Application**

**Application Submission Deadline:** October 31, 2020 at 11:59pm

**Pre-application Zoom Question and Answer Session with Arts Education Specialist:** Wednesday, September 30, 2020 at 4pm (to receive the zoom link, please email [danica.rosengren@hawaii.gov](mailto:danica.rosengren@hawaii.gov)).

### The Teaching Artist Roster

The State Foundation on Culture and the Arts (SFCA) supports teaching artists and the elevation of their careers through the Teaching Artist Roster. The SFCA Roster can be found: <https://sfca.hawaii.gov/wp-content/uploads/2020/01/Artistic-Teaching-Partners-Roster-SY2021-4-3-20.pdf>. Teaching Artists are an integral part to a healthy and thriving arts ecosystem in providing supplementary arts education experiences that deepen learning, both through in school and out of school settings. The benefits of becoming an SFCA Roster Teaching Artist include:

- Opportunities to apply for SFCA grants and opportunities to work with schools and/or community partners.
- Mandatory Professional Development that supports Teaching Artists in honing their craft, and paid for by the State Foundation on Culture and the Arts
- A support network of other teaching artists
- Heightened visibility through online marketing
- Opportunities for input and collaboration on state initiatives

## **GO Smart**

The State Foundation on Culture and the Arts uses an online application system called GO Smart to receive and review applications.

To access the GO Smart website and application, click here: <https://hawaii.gosmart.org>

Read the Teaching Artist Roster GO Smart Application Instructions before you begin inputting applicant and application information in GO Smart.

## **Review Panel:**

To assist SFCA in decision making, professionals in the teaching artist fields are appointed to a review panel. The function of the panel is to evaluate applications and offer recommendations to the SFCA Board of Commissioners.

## **Meetings:**

All SFCA Review Panel meetings are open to the public. The dates, times, and locations of the Council and Grants Review Panel meetings may be obtained from the SFCA website or by contacting the offices.

## **Contact:**

Danica (Nikki) Rosengren, Arts Education Specialist

Email: [Danica.rosengren@hawaii.gov](mailto:Danica.rosengren@hawaii.gov)

Phone: 808-586-0768

## **Eligibility:**

To be eligible to apply for the Teaching Artist Roster:

### **Independent Artists must:**

- Legal resident of the State of Hawai'i.
- Have a primary residence in Hawai'i while active on the Artistic Teaching Partner Roster.
- Be at least 18 years or older by the time of application submission.

### **Organizations must:**

- Be a 501(c)3 with tax exempt status from the US Internal Revenue Service and is incorporated in Hawai'i.
- Have at least one year of experience in arts programming and documentation of one fiscal year of said programming by the date of application submission.

### **Successful applicants demonstrate:**

- Mastery in at least one arts discipline and/or cultural practice.
- Knowledge in teaching pedagogy, expertise is a plus.
- Knowledge of arts standards (for Teaching Artists for in school residencies).

- Professional communication, planning and partnership.
- Willingness to continue to learn, grow, and expand their teaching in alignment with the needs and variables of the world around them.
- Commitment to diversity, equity and inclusion, and culturally responsive teaching.

## **Application Process:**

### **Phase 1: GO Smart Application**

Teaching Artists will submit an initial application through our online application portal, which will then be reviewed by a panel of professionals in the teaching artist field. After the panel review, applicants will be notified if they move on to Phase 2: Demo class. If the applicant has not been selected to move onto Phase 2, the applicant may request feedback or an appointment with the Arts Educations Specialist and apply again in the future.

### **Phase 2: Demo Class**

Applicants that move onto the next phase of review will receive email notification to schedule a demo class(es). The number of scheduled demo classes will depend on how many/which population types the teaching artist is approved for in Phase 1. The demo class(es) will be scheduled for a mutually agreeable date, time, and location. This demo class will be reviewed by a panel of professionals in the field.

For this current round, demo classes will take place virtually on zoom or similar platform (unless otherwise specified). Teaching Artists who need assistance coordinating a virtual demo class should reach out to Arts Education Specialist, Nikki Rosengren, at [danica.rosengren@hawaii.gov](mailto:danica.rosengren@hawaii.gov).

Upon completion of the demo class(es), applicants will be notified within 90 days if they have been accepted onto the roster.

- If an applicant has been accepted to the roster, they will be notified by email on the next steps.
- If an applicant has not be accepted onto the roster, they may request feedback/schedule an appointment with the Arts Education Specialist and re-apply again in the future.

## **Review Criteria:**

### **Phase 1: GO Smart Application:**

The review of the Teaching Artist Application in Phase 1 is based on evidence to the following application questions. You can find the scoring rubric on GO Smart, or on the SFCA Website:

<https://sfca.hawaii.gov/>

1. Evidence of Experience, Training, and/or Professional Development in Artistic Disciplines
  - The applicant should submit examples that highlight their expertise and knowledge of selected disciplines. Examples may include but are not limited to a resume, artist biography, Curricula Vitae, certificates of completion, letters of support, and/or a sample portfolio. **For organizations, please be sure to include your mission**

**statement/philosophy, and how you select, train and evaluate your teaching artists.**

You may select all that apply—all categories will be viewed broadly (as some may overlap with one another):

- Cultural Practices
  - Dance
  - Food Sustainability: Cultivation, Preparation and Nutrition
  - Literary Arts
  - Media Arts
  - Music
  - Theatre Arts
  - Visual Arts (including but not limited to wood carving, painting, sculpting, jewelry making, floral designing, fiber arts, tattoo design, mural making, fashion design, wire art, installation art, etc.)
  - Other
2. Evidence of teaching experience, training and/or professional development in providing arts instructions or programming to specific populations/communities. (Note: Currently, Teaching Artists, partnering with a school, can apply for an SFCA Artists In the Schools grant, to provide arts residencies for pre-k to 12<sup>th</sup> grade students. In the near future, SFCA intends to expand their education programming to reach other specific populations.)
- The applicant should submit examples that highlight their expertise and knowledge to teach the populations with whom they intend to work. Evidence may include but is not limited to resume, Curriculum Vitae, Bio, certificate of completion, letter of support, and/or a portfolio.

Populations include:

- Early Childhood (0-4 years old)
- Grades K-5
- Grades 6-12
- Afterschool Programming
- Creative Aging (Older Adults)
- Educators
- Multi-Language Learners
- Native Hawaiian
- Pacific Islander
- People Experiencing Homelessness
- People Experiencing Incarceration/Re-entry
- People from the LGBTQIA+ community
- People with neuro diversity or various physical abilities
- Veterans/Military
- Other Population/Community

3. Artistic Statement

- What are your core values in teaching and artistry, and how do your core values influence your creative process? How does your creative process influence your teaching?
- What are your skills, assets, experiences and/or perspectives that would enrich our teaching artist roster?
- How do you include cultural responsiveness, equity and inclusion into your practice?
- Any additional information you would like to share with the panel?

#### 4. Detailed Residency Plan

**For each population you have selected**, please provide a detailed example of a residency that demonstrates:

- The amount of lessons included in the residency
- An overview and sequence of events that includes:
  - **Creating** something of their own, using their own creativity and imagination
  - **Presenting** the work they created
  - **Responding** and reflecting on their own work and other's work.
  - **Connecting** the art to societal, cultural and/or historical contexts to deepen understanding
    - If you are looking to learn more about Creating, Presenting, Responding and Connecting, please look at this link:  
<https://www.nationalartsstandards.org/content/national-core-arts-standards-anchor-standards#creating>
- Differentiated instructional strategies
- Assessment Strategies
- Your process of self-reflection as an educator
- If applicable, learning goals that align with Arts Standards, which are available here:
  - <https://www.nationalartsstandards.org/>
  - If applicable, please include non-arts content standards as well:  
<http://www.hawaiipublicschools.org/TeachingAndLearning/StudentLearning/Pages/standards.aspx>
  - For early childhood standards please use HELDS:  
<https://earlylearning.hawaii.gov/hawaii-early-learning-and-development-standards-helds/#:~:text=The%20Hawai'i%20Early%20Learning,to%20view%20the%20HELDS%20Continuum.>

#### Phase 2: Demo Class

- If your Phase 1 application is approved, you will proceed to phase 2, a demo class (which this year will most likely occur via zoom), at which a review panel will observe you teach a lesson. They will be looking for:
  - Experience teaching a specific population/community
    - A lesson with clearly articulated learning goals and steps

- Differentiated instructional strategies
- Manner of lesson delivery
- Clear delivery of topic
- Well defined and achievable goals for the lesson
- Attentiveness to cultural responsiveness, equity and inclusion
- Opportunities for participants to reflect on their practice and work
- If online, an openness to using virtual platform and clear work to familiarize themselves with online learning and engagement practices)
- Experience in Art Discipline(s)
  - Demonstrates clear and thorough evidence of knowledge, skills and expertise in the given discipline
- Alignment of artistic statement with Applied Practice
  - Clear demonstration of personal values

## **Roster Requirements:**

If selected to the teaching artist roster, one agrees to the following criteria:

- Attend a formal orientation with the Arts Education Specialist
- Complete one residency or arts education engagement per fiscal year to remain on the listed roster
- Create, maintain and send updates about your artist profile at least annually
- Complete and maintain current Certificate of Vendor Compliance (<https://vendors.ehawaii.gov/hce/splash/welcome.html;jsessionid=577FCFD3CA45CA174D90E729172D8508.prodapp1>)
- Complete required documentation/reporting for each educational engagement in a timely manner, including but not limited to grant agreements, contracts, final reports and invoices.
- Attend SFCA's yearly Teaching Artist Professional Development sessions and/or provide proof of other PDs attended throughout the year
- Collaborate and work in partnership with community partner, teachers, and principals
- Agree to scheduled periodic site visits

## **Projected Time Frame (which may be extended due to COVID-19):**

September, 2020: Applications on GO Smart

September 30, 2020, 4pm: Application Info Session (on zoom, which will be recorded for those unable to attend)

October 31, 2020 11:59pm: Application Deadline

November, 2020: Panel Review of Phase 1

December 2020: Applicants are notified if they will be moving on to Phase 2

December 2020- February 2021: Phase 2 Demo Classes

March 2021: Applicants are notified if they have been selected for the Roster