

Monday, January 8, 2018

## Program Facilitator

Company: Community-Word Project

Location: New York, NY

Compensation: \$75/hour for facilitation and \$40/hour for planning time.

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Katie Rainey

### Community-Word Project (CWP) Teaching Artist Project (TAP) Co-Facilitator

Community-Word Project (CWP) is a community of artists dedicated to bringing high-quality arts programs to NYC public schools. We are currently accepting applications from Teaching Artists with substantial experience in facilitating professional development seminars and workshops. Strong TAP (Teaching Artist Project) Co-Facilitator candidates will be 1) energetic and cheerful, 2) committed to working with a variety of demographics and communities, 3) committed to continually improving their teaching practice, 4) committed to the art of congenial collaboration and experimenting with other co-facilitators in order to develop quality and innovative professional development seminars/workshops for an established (20 Years) Teaching Artist training program.

#### Requirements:

- Strong content knowledge in your artistic genre
- Commitment to serving children in typically under-resourced communities
- Strong oral and written communication skills
- 2+ years experience in training Teaching Artists and/or facilitating professional developments seminars and/or workshops.
- A strong knowledge of and commitment to teaching for social justice

Applicants with an ability to teach in Spanish are strongly encouraged to apply.

SALARY: \$75/hour for facilitation and \$40/hour for planning time.

Qualified applicants should send:

A) A cover letter and résumé or curriculum vitae outlining any relevant professional, artistic and teaching experience including any training/courses on teaching or teaching artistry taken and facilitated in the last 5 years. Please include the information requested below:

B) Responses to the following questions:

1. Describe your teaching experience. Be specific: age, grade, in-school/after-school, etc.
2. Please describe any experience you may have had working with English Language Learners or children with special needs.
3. Please list any training/courses on teaching or teaching artistry you have participated in.
4. Please describe all professional developments seminars/workshops you have facilitated.
5. Are you able to teach in Spanish?
6. What do you do enjoy most about being a Teaching Artist and why?
7. Describe why providing professional development for Teaching Artists is important to you.
8. Describe an area of teaching you are an expert in (such as teaching for social justice, teaching in non-traditional settings, visual arts in the inclusive classroom, etc.)
9. Please list any notable artistic accomplishments / awards in the last two years.

C) Sample of a professional development seminar/workshop

D) Artistic Sample: Do not submit student work. Please share original, creative work. If you work in multiple art forms, submit the discipline in which you work most frequently.

Acceptable artistic samples (include year created):

3-4 pages of poetry or prose  
3-4 images (JPG or PDF format)  
3-4 production/performance programs (mark where name appears)  
Productions/performances list with descriptions, dates and venues  
CD/DVD  
1-2 MP3 files  
1-2 AVI or MPG video files (no WMV files)

Please note that the TAP Co-Facilitator will be responsible for:

- Co-developing and co-facilitating up to seven Saturday workshops in the fall for multi-disciplinary artists (i.e., creative writing and visual art)
- Co-developing and co-facilitating up to five debrief meetings in the spring for the trainees
- Co-developing and co-facilitating professionalism panels, job fairs and/or job information panels
- Co-developing and co-facilitating specific professional developments in your area of expertise for a variety of Teaching Artist with different experience levels

Please send your application materials to [tap@communitywordproject.org](mailto:tap@communitywordproject.org)

Subject Line: "TAP Co-Facilitator Position"

APPLICATIONS DEADLINE: February 15th, 2018

Interviews will be held in late February or early to mid March.

No follow-up phone calls please.

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11 Broadway, Suite 508  
New York, NY, 10004  
2129623820  
[teachingartistproject.org](http://teachingartistproject.org)

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For more information:  
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[< back](#)

[previous listing](#) • [next listing](#)