



# Artist-In-Residence Proposal

Before completing this proposal, please read the AIR FAQ and Expectations section at the end of this document. By completing and submitting the proposal, you agree that you will be able to meet the expectations of the program. Upon approval of this proposal, an AIR Confirmation will be returned to the artist with assigned school information and instructions on how to proceed. A copy will also be sent to the assigned teacher.

## Artist Information

Name	
Street Address	
City ST ZIP Code	
Phone (best available)	
Website	
E-Mail Address	

## Availability

**Please indicate which semester will work best for you?**

Fall     Spring     Either one will work for me

## Medium

**Tell us in which area you are proposing a project**

*(Please provide a separate proposal for each individual project you have in mind.)*

- Ceramics                       Wood
- Encaustic                         Printmaking
- Painting                          Other
- Glass                               Other

## Special Skills or Qualifications

**Summarize special skills and qualifications you have in the area for which you are proposing a project. (Limit 75 words)**

Previous Teaching/Volunteer Experience

Summarize your previous teaching/volunteer experience. *(Limit 75 words)*

**Proposed Project**

Provide as much detail as possible about your proposed project. Include pictures of similar projects you have done. *(Limit 500 words)*

*This project will work best with \_\_\_ Middle \_\_\_ High School students.*

## Agreement and Signature

By submitting this proposal, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as an AIR artist, any false statements, omissions, or other misrepresentations made by me on this proposal may result in my immediate dismissal from the program.

	Name (printed)
Signature	Date

## Our Policy

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability.

Thank you for completing this proposal and for your interest in ACWC Artist-In-Residence program.

## AIR Frequently Asked Questions

### What is the time commitment?

Each program (working directly with students) is expected to run a minimum of 5 full school days (8 hours per day). In addition, there will be planning time with the teacher in developing the lesson plan, planning and purchasing supplies and in completing the fingerprinting/background check for WCS.

### Will I be paid for my time?

Yes. Artists are paid a stipend dependent upon experience and duration of project. A minimum of \$750 is paid for a 5 day project.

### Who pays for the supplies?

ACWC will pay actual cost for any supplies needed up to \$500 for a 5 day program. Longer programs will be negotiated.

### Can I choose which school I want to work with?

Unfortunately, no. Schools and artists are paired based on the school's ability to accommodate the medium of the artist as well as their time schedules.

### Am I limited to providing only one program?

No. You may provide more than one program or work with the same program in more than one school. Please provide a separate proposal for each different program and indicate in the availability section if you are open to working with more than one school.

### Do I have to be fingerprinted?

Yes. Williamson County Schools requires that all persons working directly with students clear a background check and be fingerprinted.

**Will I have to pay for the fingerprinting?**

No. ACWC will pay for your fingerprinting/background check.

**Do I have to be a member of ACWC?**

Yes. You will need to be a current member of ACWC in order to participate in the AIR program. However, you do not need to be a current member to complete this proposal.

*AIR Expectations on following page...*

If you have any additional questions, please contact Nan Zierden at [nan@artscouncilwc.org](mailto:nan@artscouncilwc.org).

**AIR Expectations****Artists:**

- Complete ACWC AIR Proposal.
- Contact assigned teacher upon confirmation of program acceptance to schedule dates for program.
- Begin process for Tier III volunteer status through WCS website (this is required by WCS for all non-employee persons working with students in Williamson County schools. You will not be able to begin your program until this process is complete and you have been approved. ([http://www.wcs.edu/volunteer/volunteer\\_home.htm](http://www.wcs.edu/volunteer/volunteer_home.htm))
- Schedule a face-to-face or phone planning time with assigned teacher to develop lesson plan and secure any necessary supplies **no less than 4 weeks prior to program.**

**Assigned WCS Teacher:**

- Provide artist with exact dates that class can be available for program.
- Provide artist with information on available room amenities (work space, equipment, supplies, etc...).
- Be available for planning time of lesson (with artist, whether face-to-face or by phone).
- Provide artist with the finalized lesson plan (after collaboration with artist).