



Teaching Artist Project (TAP) 2022-23 Frequently Asked Questions

How will the 2022-23 program be affected by COVID-19?

The health and safety of our participants is the first priority for our TAP team. For the 2022-23 school year, TAP will be an 8 month program (Oct-May) in a hybrid format. Some of our gatherings will be in person, with safety measures in place. Please see the [2022-23 Program Overview](#) for complete details on what to expect of this year's training.

**Because NYC public schools have returned to in-person classes, you must be vaccinated against Covid-19 to enter NYC schools.*

Does the program help me find work as a Teaching Artist?

TAP is designed to prepare you to enter the Teaching Artist field. TAP has developed a Cohort, working with a collective of local arts-in-education organizations, and is well known in the NYC arts-in-education community. Local arts-in-education organizations look favorably upon our graduates when hiring.

Career development will be a part of this year's training, in which TAP will help its trainees build a portfolio of work and explore other avenues of work in the arts education field. Community Word Project (CWP) has resumed hosting the Arts in Education Job Fair as of 2022.

Also, TAP has gone green and put our end of the year anthology online. The anthology promotes our graduates as Teaching Artists. Many of our graduates post the anthology as a part of their resume, and numerous arts-in-education partners have been using it to get an in-depth view of our artists. You may view [previous anthologies](#) here.

What will the fieldwork look like?

Trainees will have the opportunity to participate in a fieldwork track of their choice. Dates and times for the fieldwork will be determined in partnership with the trainees - tailored to fit their schedule. These fieldwork opportunities are for the benefit and education of trainees and not for unpaid internship work. Additionally, though trainees are placed in one fieldwork track, recordings and materials (for sessions held virtually) for each fieldwork will be made available to all trainees. These fieldwork opportunities are for the benefit and education of trainees and not for unpaid internship work. Fieldworks may be a combination of in person and virtual sessions.

1. Inclusive & Collaborative Art:

- a. This fieldwork opportunity will focus on the trainee as collaborator. Through an Artist (artist / activist) lens, trainees will build their collaboration practice through interweaving social justice issues, accessibility needs and their artforms - co-creating an artistic and community focused project using a multidisciplinary & inclusive approach. Trainees will also gain applicable skills and activities to use with their learners through this experiential process.

2. Facilitation & Curriculum Design:

- a. This is the in-school fieldwork opportunity and will focus on the trainee as a working teaching artist. Trainees will have the opportunity to observe mentor classes for different age groups and artforms. In addition to in-school class requirements, this fieldwork opportunity will also include workshops on curriculum design, and lesson planning for your portfolio. This fieldwork opportunity will focus on the trainees building and strengthening their skills as facilitators and incorporating your values and teaching artist philosophies into the work to build engaging curriculum for youth in various settings.

3. Arts Education Administration:

- a. This fieldwork opportunity will focus on the trainee as administrator and entrepreneur, helping them to learn the ins and outs of an arts education nonprofit and the basic skills needed to perform this work. Trainees will participate in workshops on different areas of administrative work, project development, grant-writing, and how their teaching artistry can enhance their administrative skills and vice versa. This fieldwork opportunity is designed for teaching artists with little to no experience in the administrative side.

Who is eligible to participate in TAP session?

TAP is focused on supporting working teaching artists. A working teaching artist has some experience in the classroom, is actively teaching (whether virtually or in-person), and has thorough experience planning, teaching, and reflecting as an arts educator, and is committed to intentionally breaking open their teaching practice in order to take the next steps in becoming a high quality arts educator. If you are a student pursuing Teaching Artistry you are also welcome to apply.

Does the training prepare me to be a certified teacher in NYC public schools?

No. The Teaching Artist Project (TAP) is designed as professional development to prepare artists to work as Teaching Artists, not classroom teachers or certified arts specialists (cluster teachers).

Does the program lead to work as a Teaching Artist with Community-Word Project?

Graduating from TAP does not guarantee work with CWP. However, most of CWP's Teaching Artists have completed either TAP or our Summer Institute program. CWP holds auditions for teaching artists positions throughout the year and graduates of the TAP program are guaranteed an audition.

What kinds of artists can apply?

Artists of all disciplines are eligible including but not limited to: creative writers, dancers, musicians, theater and performance artists, visual artists and media artists.

What if I've applied in the past and not been offered a spot?

Every year, we are only able to offer a select number of spots in the training and many qualified individuals apply. We make every effort to give special consideration to individuals who reapply. Please note on your application that you have previously applied.

What if I was previously accepted, but could not attend at the time?

If you were previously accepted into TAP, but were not able to attend at that time, we extend that acceptance for at least the subsequent year.

Do I have to live in NYC to apply?

In short, no. TAP is occurring in a hybrid format this year. Some of our gatherings will be in person and some will be held on Zoom virtually. For those who will be joining us from outside of NYC participating via live stream for some of the in person gatherings is an option. To meet the required amount of hours to complete the program, we may have to customize your internship and fieldwork. The majority of spaces will be given to NY-based artists because CWP is dedicated to developing Teaching Artists in New York/New Jersey, however we will accept a percentage of applicants from outside New York/New Jersey, so please do apply.

All trainees must complete **75 required training hours** (a combined total of mandatory workshops, electives and salons, an internship and **fieldwork track hours**. Trainees on the **students' track must complete 65 required training hours**. Additional assignments may vary depending on the fieldwork chosen and trainees might be required to contribute some extra hours to complete their final fieldwork projects. (please see the [Overview of the Program](#) for more information).

Those who complete the program will receive a formal certificate detailing the requirements they have completed.

What assignments and coursework are required in the program?

We have designed assignments that will help trainees gain skills and experience. The materials you create will be useful in your teaching portfolio as you seek Teaching Artist work. Assignments will vary depending on which internship track and fieldwork a trainee chooses, but can include yet are not limited to written lessons, resume building, curriculum design, and collaborative projects. These assignments require time outside of the Saturday workshops, internships and fieldwork. They must be completed on time in order to graduate from the program.

What if I am sick, have an emergency, or other commitment on one of the training dates?

We understand that you have other commitments and priorities, while participating in the training. If you know you will have a conflict with a particular date, we recommend finding another trainee who is willing to catch you up on what you missed. There are no make-up training days. There are opportunities to make up missed training hours by attending electives, but all trainees may only miss ONE of the mandatory Saturday workshops and still be eligible to complete the program. Additionally, if a trainee falls ill due to COVID-19, we will work with the trainee to make sure they are able to participate in the training, if they feel able to. If a trainee is unable to participate, we will gladly defer their acceptance until the following session/year.

Where does the non-refundable fee go?

CWP invests over \$2000 in each trainee in both hard costs and internal resources. We fundraise all year long to support the program and make it possible for more trained Teaching Artists to enter the field annually. The fee offsets the cost of materials, space and expert facilitators we use in the workshops. Payment is expected upon acceptance into the program. Payment must be complete by the start of the program, unless a payment plan agreement is made, and is non-refundable.

Scholarship funds are available for those with financial need. If you believe that you qualify for consideration, please submit a one-page request letter. Explain why you qualify for financial aid and describe what your participation will bring to the training. There is a section to submit your scholarship request letter in the application. Payment Plans are available upon request.

Please be aware scholarship recipients are required to complete an additional 10 hours of support time for Community-Word Project. Please see the [scholarship page](#) on our website for more information.

Are there any other training dates?

We offer a variety of electives on both weekdays and weekends throughout the training on select topics. We collaborate with Flamenco Vivo, DreamYard Project, The Center for Arts Education, National Dance Institute, Carnegie Hall, Brooklyn Arts Council, Marquis Studios, Teachers & Writers Collaborative, amongst others. Because of these partnerships we are very pleased to be able to offer special electives on various subjects, which include but are not limited to Trauma-Informed Facilitation, Alternative Populations, Creative Writing, Universal Design for Learning, Visual & Performance Arts, Teaching for ELLs, Teaching for Social Justice and many more. Dates will be announced once confirmed. These additional opportunities may function as make-up hours if you had to miss one of the Saturday trainings. Keep in mind that you may only miss one of the mandatory Saturday trainings and still complete the program. You can see previous elective workshops offered [here](#).

How and when will I receive my fieldwork placement?

Trainees will be placed in their chosen fieldwork at the start of training. One of TAP's designated facilitators will be the lead for each fieldwork and will schedule the workshops/trainings with those trainees in their placement. We do our best to make sure

trainees get their first choice in fieldwork placement, but we cannot guarantee it. Each trainee will be placed in either their first or second choice fieldwork selection.

Besides CWP, are there opportunities to mentor with other arts-in-education organizations?

In the past, CWP has partnered with organizations in our [TAP Cohort](#), in order to create additional internship tracks and give trainees more experience in different classroom settings. Available additional internship opportunities will be made available to trainees at the start of training, when possible.

What are the Teaching Artist Salons?

There will be two community salons throughout the year and each trainee is required to attend both. The focus of these salons is to enhance the TAP community experience and support each trainee's artistic life.

What about other questions I might still have?

Please contact the TAP Team at TAP@communitywordproject.org