

**ArtWorks - Summer 2015**  
**Hired to Create. Inspired to Succeed.**  
**Student Employment in the Arts Application**

\*For current 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> graders only.

C/O 2015 12<sup>th</sup> grade graduates may also apply for our Assistant Teaching Artist (ATA) position. Students must be 18 years old.

**Application Due: May 8, 2015**

**ALL of the following materials must be received by 5:00 pm for your application to be accepted for consideration.**

**Application checklist:**

- This completed application form.
- Typed and completed responses to the short answer section of this application.
- Two letters of recommendation **or** one completed recommendation form. Recommendation form attached.

**About the Program:**

Arts for Learning's Summer ArtWorks program is a 6-week paid internship in the arts. Interns will work alongside a Master Teaching Artist (MTA) in a specific artistic discipline of their choice to create works of art while learning key workforce development skills. Interns will produce public performances and exhibitions of their work. No prior arts experience is necessary, but applicants should have a strong interest in the arts and a willingness to learn in a diverse setting.

**In which employment opportunity are you most interested? Please provide your 1<sup>st</sup> and 2<sup>nd</sup> choice.**

\_\_\_ Visual Art \_\_\_ Theater \_\_\_ Dance \_\_\_ Creative Writing/Blogging

**Are you willing to work in a program that is not your first choice?**  Yes  No

(Remember, no prior visual or performing arts experience is required to participate.)

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**PERSONAL INFORMATION** (please print or type clearly)

Name: \_\_\_\_\_  
first middle last

Address: \_\_\_\_\_ Apt. Number: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Preferred Phone: \_\_\_\_\_

Student Email (required): \_\_\_\_\_  Cell  Home  Work

Parent(s) or Guardian(s): \_\_\_\_\_ Daytime Phone(s): \_\_\_\_\_

Current School: \_\_\_\_\_ Current Grade Level: \_\_\_\_\_

Type of School:  Public  Private  Home School Will you be at least 14 years old as of June 23, 2014?  Yes  No

Gender:  Male  Female

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**Your answers to these questions are confidential and do NOT affect your acceptance into the program. Applicants at all income levels may apply.**

Have you or anyone in your household received cash payments under a federal, state, or local income-based public assistance program (for example, welfare, free school lunches or unemployment benefits)?  Yes  No

Have you or anyone in your household received or been determined to be eligible to receive Food Stamps within the past year?  
 Yes  No

Do you live:

- With your parents  On your own  With relatives  With non-relatives

Are arts classes offered at your school?  Yes  No

How many people (including yourself) live in your household? \_\_\_\_\_

Ethnicity (optional):

Black Non-Hispanic

White Non-Hispanic

Hispanic

Asian/Pacific Islander

Native American Indian

Other \_\_\_\_\_

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## LOCATIONS & DATES

Artworks is a Monday- Friday commitment of up to 30 hours per week for 6 weeks. Work hours are from 9:00 am – 3:30 pm. However, the work schedule may include a possible evening and/or a Saturday event. **The program begins on Monday, June 15, 2015 and ends Saturday, July 25, 2015.**

The program will be based in the Wynwood Arts District and housed at:

- Bakehouse Art Complex 561 NW 32<sup>nd</sup> Street Miami, FL 33127
- The Light Box at Goldman Warehouse 404 NW 26<sup>th</sup> Street Miami, FL 33127

## SHORT ANSWER

**Please answer ALL of the following questions on a separate page. Typed responses are required.**

- Will you be able to attend all scheduled work dates and times as listed above? If not, please explain.
- What jobs have you held in the past as an employee or a volunteer? What skills would you bring to your internship?
- What skills would you like to acquire this summer?
- Why is it important for young artists to have paid job opportunities in the arts?
- Arts for Learning is an equal-opportunity employer. Do you have any special needs or physical limitations that require accommodations? Explain.

**New applicants, please answer the following questions with 250-400 words minimum. You must answer each question in this section. Returning interns, skip this section.**

- Why do you want to participate in ArtWorks?
- Describe an experience where you were a part of a team or group project. What did you learn from that experience? Were there any disappointments? If so, how did you handle it?
- If you have participated in any arts-related classes or groups, describe these experiences.
- Why should we hire you?

**Returning interns, please answer the following questions with 250-400 words minimum. You must answer each question in this section. First time applicants, skip this section.**

- Describe your previous experience in the ArtWorks program.
- What are your expectations as a returning intern?
- Describe a skill that you learned or enhanced during ArtWorks, then describe a situation in which that skill was helpful.
- How will participating in ArtWorks help towards your future goals?

*By signing below, I declare that all information provided on this application is true, accurate and complete to the best of my knowledge and that I have withheld nothing that, if disclosed, would alter the integrity of this application. I authorize investigations of all statements contained in this application as may be necessary to make an employment decision. I agree that Arts for Learning will not be held liable in any respect if a job offer is not extended, or is withdrawn, or employment is terminated because of false statements, omissions or responses made on this application. I understand that employment into ArtWorks is "at will," which means that either I or Arts for Learning can terminate the employment relationship at any time, with or without prior notice, and for any reason not prohibited by law. I hereby acknowledge that I have read and understand this entire application. BOTH SIGNATURES BELOW ARE REQUIRED.*

**Signature of Applicant** \_\_\_\_\_ **Date** \_\_\_\_\_

**Signature of Parent/Guardian** \_\_\_\_\_ **Date** \_\_\_\_\_

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**You must submit all of the required documents to Ivy Bennett at Arts for Learning by 5:00 PM on May 8, 2015. Applications may be mailed or emailed, PLEASE SELECT ONLY ONE DELIVERY OPTION.**

1. Mail: Ivy Bennett, Arts for Learning, 404 NW 26 Street, Miami FL 33127 / Phone 305-576-1212 ext. 36
2. Email : [ivy@A4Lmiami.org](mailto:ivy@A4Lmiami.org)

**Selections for interviews will be made by May 15, 2015; you will be notified via email (check your email regularly). No phone calls please. ALL APPLICANTS MUST SUBMIT A COMPLETE APPLICATION TO BE ELIGIBLE FOR AN INTERVIEW.**

**ArtWorks RECOMMENDATION FORM**

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**APPLICANT:** You may submit 2 letters of recommendation or this form, completed by an adult older than 21 years of age who is not a relative or friend. Please select someone who knows your work performance well, such as a teacher, past employer, mentor, or community or clergy leader. This form **MUST** accompany your application. We may contact your reference to verify their recommendation of your work.

**REFERENCE:** You may write a letter of recommendation for the Applicant, or complete this form. This recommendation is an important component of the ArtWorks hiring process. Applicants must submit this recommendation with their application. If you write a letter of recommendation, please be sure to reflect on questions below and to include your contact information. Thank you.

NAME OF APPLICANT \_\_\_\_\_

NAME OF REFERENCE \_\_\_\_\_

REFERENCE PHONE # \_\_\_\_\_

REFERENCE E-MAIL \_\_\_\_\_

What is your relationship to Applicant? \_\_\_\_\_

How long have you known him/her? \_\_\_\_\_

**Circle the rating that best describes the applicant:**

<b>DEPENDABILITY</b>	<b>Excellent</b>	<b>Good</b>	<b>Fair</b>	<b>Poor</b>
<b>PUNCTUALITY</b>	<b>Excellent</b>	<b>Good</b>	<b>Fair</b>	<b>Poor</b>
<b>ACCURACY OF WORK</b>	<b>Excellent</b>	<b>Good</b>	<b>Fair</b>	<b>Poor</b>
<b>WILLINGNESS TO LEARN</b>	<b>Excellent</b>	<b>Good</b>	<b>Fair</b>	<b>Poor</b>
<b>JUDGEMENT</b>	<b>Excellent</b>	<b>Good</b>	<b>Fair</b>	<b>Poor</b>
<b>COMMUNICATION SKILLS</b>				
<b>VERBAL</b>	<b>Excellent</b>	<b>Good</b>	<b>Fair</b>	<b>Poor</b>
<b>WRITTEN</b>	<b>Excellent</b>	<b>Good</b>	<b>Fair</b>	<b>Poor</b>
<b>PROFESSIONALISM</b>	<b>Excellent</b>	<b>Good</b>	<b>Fair</b>	<b>Poor</b>
<b>RESPECT FOR OTHERS</b>	<b>Excellent</b>	<b>Good</b>	<b>Fair</b>	<b>Poor</b>
<b>OVERALL IMPRESSION</b>	<b>Excellent</b>	<b>Good</b>	<b>Fair</b>	<b>Poor</b>

(Continued on next page)

**Please take time to answer the following questions.**

Have you observed the Applicant working on a team? If so, what was his/her role? How did he/she interact with the team? Would you recommend the Applicant for a job in a collaborative, team environment?

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Is the Applicant self-motivated? Does he/she take direction well or require extra direction and/or supervision when assigned a task?

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How does the Applicant respond to constructive criticism?

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Would you recommend this person for ArtWorks? (Please circle one) Y/N

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We encourage you to provide any additional comments.

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**REFERENCE SIGNATURE** \_\_\_\_\_ **Date** \_\_\_\_\_