

NOTICE OF VACANCY
Alabama School of Fine Arts
Job Description

Title: **INSTRUCTOR OF CREATIVE WRITING & NEW MEDIA**

Reports to: Creative Writing Department Chair

Job Goal: Help advanced Creative Writing students pursue an in-depth study of the craft of writing in multiple genres (poetry, fiction, creative nonfiction, screenwriting, etc.) and delivery platforms (print and new media) using a variety of traditional and innovative tools, methods, and forms.

School Description: The Alabama School of Fine Arts (ASFA) is a partially residential, competitively admitted, public school dedicated to providing gifted and talented middle– and high school students intensive instruction in one of six dedicated specialty areas: Creative Writing, Dance, Math/Science, Music, Theatre Arts, and Visual Arts. Students also receive superior college-prep instruction in academic core subjects.

Performance Responsibilities:

- Teach writing workshops, forms courses, and literature surveys in multiple genres to advanced Creative Writing students in grades 7 – 12. (Two to three courses per day, per semester.)
- Teach department-specific electives or other service courses/responsibilities (i.e., study hall or homeroom) to the general school population, as needed.
- Collaborate with Creative Writing Chair and faculty to establish and maintain consistency in departmental curriculum, instruction, and student performance.
- Assist Creative Writing Chair and faculty with outreach work and department events, including student readings, visiting writers, summer writing camp, and community functions, as needed.
- Assist with production of the department’s award-winning literary magazine, as needed.
- Establish and maintain standards of student behavior to achieve an exceptional learning atmosphere in a unique school environment.
- Engage with colleagues and Student Support staff to reinforce schoolwide Social and Emotional Learning initiatives and to ensure individual student wellness.
- Communicate clearly and effectively with students, parents/guardians, colleagues, and community groups, in a variety of settings and situations (e.g., phone, email, one-on-one interaction, classroom instruction, speaking to medium/large sized groups).
- Maintain and submit records and reports, as required by school and/or statewide policy.
- Adhere to school system rules, administrative procedures, local board, state and federal rules and regulations.
- Engage in personal professional growth and demonstrate professional ethics and leadership.

- Serve on various school committees and/or in student advisory roles, as needed.

Qualifications:

- **Required:** Bachelor's Degree from an accredited college/university or professional experience equivalent. Substantial teaching experience. Demonstrated ability and desire to teach writing workshops and literature courses in multiple genres. Secondary interest and experience in new media and other forms (e.g., digital platforms; screenwriting, filmmaking and/or film studies; narrative journalism; spoken word; hybrid forms).
- **Preferred:** Master's Degree or higher in Creative Writing or related field. Consistent evidence of creative production/publication. Experience working with middle- and high school students, in academic or alternative settings.
- Such alternatives to the above qualifications as the Executive Director may find appropriate and acceptable.

To Apply:

Submit the following:

- **Cover Letter** indicating your interest, experience, and qualifications for the position as well as a brief explanation of your teaching philosophy, particularly as it would relate to working in ASFA's unique secondary school setting.
- **Resume or academic CV**, including list of publications (if applicable).
- **Three references** with contact information (email and phone).
- **Work sample** of up to ten pages of original writing in a PDF or .doc attachment. Supplemental materials in new media are not required but can be submitted via link or attachment.

Please send all application materials to Jamie Plott – jplott@asfa.k12.al.us

Salary: Salary schedule based on degree and experience.

Service Term: Ten months (187 Days)

Cover Letter, Resume, References, and Work Sample Due: March 25, 2022