



**CENTER FOR CREATIVE EDUCATION
RECOMMENDATION FORM FOR CADRE
(AFTER-SCHOOL & SUMMER PROGRAMS)**

Name of Artist/Applicant

Name of Reference:

Title/Organization or Affiliation (or please indicate how you know applicant):

Address:

City, State, Zip Code:

Telephone: ()

Instructions: Please complete both pages of this form and mail it to the address on the reverse side no later than **April 1st, or October 31st**. Keep a copy for your file to avoid a duplication of effort if your original goes astray or in case of questions. If you are unable to comply by the deadline, please notify the artist in sufficient time for him or her to request another reference. An artist's application cannot be considered without the required professional references. All references are confidential unless you notify the Center in writing that the artist may see your reference.

Context: The artist listed above is applying to the Center for Creative Education (CCE) to be included in the After-School and Summer Program Artists' Roster. CCE places highly qualified professional artists of all disciplines in schools and community situations throughout Palm Beach County. Approved artists must be able to interact successfully with children and adults in a variety of settings. They must be emissaries of the arts, able to demonstrate their own creative spirit and guide others in the investigation of the discipline and learning. Artists must be willing to collaborate with teachers and other youth service providers to plan and team-teach. Both professional panels and school personnel need your help in evaluating this applicant's suitability for the program. Thank you.

Please rate the applicant on the following:

(Circle your ratings)

Poor (1).....Superior (5) Don't Know(x)

1. Maintains high professional standards in work and conduct.	1	2	3	4	5	x
2. Has extensive knowledge of arts field	1	2	3	4	5	x
3. Communicates skills and ideas well	1	2	3	4	5	x
4. Plans well	1	2	3	4	5	x
5. Can adjust to changing teaching situations	1	2	3	4	5	x
6. Is imaginative and resourceful	1	2	3	4	5	x
7. Is dependable	1	2	3	4	5	x
8. Has a sense of humor	1	2	3	4	5	x
9. Has continued to be a learner	1	2	3	4	5	x
10. Enjoys teaching	1	2	3	4	5	x
11. Helps students become independent learners.	1	2	3	4	5	x
12. Has the ability to collaborate with others.	1	2	3	4	5	x

(Over)

(References may be computer processed but please paste up on this form. Thank You!)

For how long and in what capacity have you known the applicant?

Have you observed the artist's work with young people? If so, what age groups have you observed?

How successful was the applicant in that situation?

Give us the benefit of your insight into the artist's past training and experiences. Can he/she communicate articulately with others who have no prior knowledge of the art form? Is the artist adaptable and cooperative? Will the artist allow others to lead and support their leadership? If you feel this artist would work best in a particular type of setting (i.e., in a highly structured situation, only with small groups, etc.) please indicate this.

Signature _____ Date _____

Return ASAP (the deadlines are April 1st or October 31st) to: **Center for Creative Education**
425 24th Street
West Palm Beach, FL 33407-5401

Questions? Call (561) 805-9927 e-mail: CCEFL@CCEFLORIDA.ORG