

**NOTICE OF VACANCY**  
**Alabama School of Fine Arts**  
**Job Description**

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

**Reports to:** Creative Writing Department Chair / Media Arts Coordinator

**Job Goal:** Help advanced Creative Writing student and other interested ASFA students pursue an in-depth study of the crafts of writing and media arts in multiple forms and genres (poetry, fiction, creative nonfiction, screenwriting, songwriting, filmmaking, graphic novel, book arts, etc.) and delivery platforms (analog and digital) using a variety of traditional and innovative tools and methods.

**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 creative writing workshops, forms courses, and/or special topics courses in media arts to advanced Creative Writing students in grades 7 – 12. (Up to three courses per day, per semester.)
- Teach department-specific electives or other service courses/responsibilities (e.g., study hall or homeroom) to the general school population, as needed.
- Collaborate with Creative Writing Chair / Media Arts Coordinator and other faculty to establish and maintain consistency in departmental curriculum, instruction, and student performance.
- Assist Creative Writing Chair / Media Arts Coordinator and other faculty with outreach work and department events, including student readings, student film festival, visiting artists, summer day camp, and community functions, as needed.
- Assist, as needed, with production of the department's student media publications, including the literary magazine (*Cadence*), on-line student media platform (*The Star*), and other related productions.
- 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. Demonstrated ability and desire to teach writing workshops and literature courses in multiple genres as well as new media and other multimedia art forms (e.g., digital platforms; screenwriting, filmmaking and/or film studies; narrative journalism; spoken word; songwriting; graphic novel and comics; hybrid forms).
- Preferred: B.F.A. or higher degree in Creative Writing, Media Arts, or related field. Consistent evidence of creative production/publication. Substantial teaching experience, especially working with middle- and high school students, in academic or alternative settings.
- Such alternatives to the above qualifications as the President 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, exhibitions, showings, or performances (if applicable).
- **Three references** with contact information (email and phone).
- **Optional:** Work sample of up to ten pages of original creative writing in a PDF or .doc attachment. Interdisciplinary-, digital-, and/or mixed-media work samples can be submitted via link or attachment.

**Salary:** Salary schedule based on degree and experience.

**Service Term:** Ten months (187 Days), start date August 5, 2024

**Cover Letter, Resume, References, and Work Sample Due:** March 18, 2024

**Application Materials Sent to:** Jamie Plott, Alabama School of Fine Arts - [jplott@asfa.k12.al.us](mailto:jplott@asfa.k12.al.us)

**Posted:** March 4, 2024