

NTFAA Grant Publicity Information

Liaison Role:

- Collect the information below from the appropriate faculty member a month before the event takes place.
- Attend the event and take photos.
- Submit the information to Beth Kohl at kohlfeinerman@me.com

Information to Gather:

Event Date:

Name of Guest Artist/Visitor/Event:

Location of Event:

Department Hosting:

Faculty Member Coordinating Event:

Number of Students Participating in Visit/Event and from which NT Classes?

Background on/Professional Credentials of Guest Artist/Visitor/Event:

Where have they studied? Major? Study under anyone well known?

Where have they worked/performed?

Do they have an affiliation with New Trier?

Did they attend New Trier? If so, when did they graduate?

Did they do anything significant while they were at New Trier?

Is there a New Trier teacher they had that could comment on them?

What is their specialty/expertise that they will be sharing with the students?

Goal of Visit/Event/Benefit to Students:

Quotation from Faculty Member (why is it important to expose students to this?)

Quotations from Student Participating in Visit/Event (impact on them- include their name and year of graduation)

Quotation from Guest Artist (why is their Art important to share)

Detail photos taken

***Please get permission from the students participating to have their photo (no names listed) displayed on our Facebook page.**