

AAUP's Whiting Week-in-Residence Program is administered by the Professional Development Committee of the AAUP. Applications must be received by June 9, 2008. Participants will be selected and notified by the Professional Development Committee by July 17, 2008. All residencies must be completed by December 31, 2008.

The Week-in-Residence is open to all qualified employees of AAUP member presses. The prerequisites for the program are:

- (1) Candidates must be part of the full-time staff of an AAUP member press.
- (2) Candidates must have at least two years of university press experience.

PROFESSIONAL DATA

Name _____

Press _____

Job Title _____

Address _____

City, State, Zip _____

Office Phone _____ Office Fax _____

E-mail Address _____

Years of University Press Experience _____

IMPORTANT: YOU MUST ATTACH A CURRENT RESUME

Goals of Your Week-in-Residence:

Attach to this form a statement of no more than three hundred words summarizing (1) what skills you wish to learn or improve during the proposed week in residence; (2) how these new or enhanced skills will benefit your development as a publishing professional and/or how they would benefit your home press; (3) why the proposed host is particularly well suited to providing the desired environment; and (4) why these goals are uniquely met through the Week-in-Residence Program.

PROPOSED HOST PRESS

List below, in order of preference, the presses at which you propose to spend your week-in-residence. Include the name of the staff member you feel it would be most useful for you to work with. You must contact at least one of the proposed presses prior to submitting your application to learn if the press would be willing to host you. Please also provide a rough estimate of your budget.

FIRST CHOICE:

Host Press _____

Department _____ Department Head _____

Key Staff Member _____

Host Press Address _____

Phone & E-mail of Key Staff Member _____

Estimated budget _____

SECOND CHOICE:

Host Press _____

Department _____ Department Head _____

Key Staff Member _____

Host Press Address _____

Phone & E-mail of Key Staff Member _____

Estimated budget _____

THIRD CHOICE:

Host Press _____

Department _____ Department Head _____

Key Staff Member _____

Host Press Address _____

Phone & E-mail of Key Staff Member _____

Estimated budget _____

AUTHORIZATION

Expenses for the Week-in-Residence Program will be reimbursed by the AAUP. The AAUP will reimburse for round trip transportation costs from the home press to the host press, and will reimburse for the participant's food and housing costs. Residents should make efforts to economize, and must provide all receipts to AAUP for reimbursement. The home press provides salaried time off for the participant (not charged as vacation or other compensated leave). For the application to be processed, the director of your press must sign the statement below.

DIRECTOR'S STATEMENT:

I support the application of _____
for the 2008 AAUP Week-in-Residence Program, and agree to provide salaried time off for the participant and to reimburse the participant for expenses not covered by the AAUP reimbursement.

Director's Signature _____

Director's Name (Please print or type) _____ Date _____

APPLICATION:

Mail the completed application form, the required resume, and the statement of goals, to arrive no later than June 9, 2008 to:

AAUP Week-in-Residence Program / Attn: Susan Patton
Association of American University Presses
71 West 23rd St., Suite 901
New York, NY 10010

Participants and host presses will be notified no later than July 17, 2008. It will then be the responsibility of each participant and host press to determine a mutually favorable week for the residency as well as other details of the visit. Upon completion of the residency, a survey form will be sent to both participant and host press. The experiences of the program participants will be used to guide the AAUP Professional Development Committee in refining the Week-in-Residence Program in future years.

Applicant's Signature _____

Date _____