

CURRICULUM VITAE

JACKLYN W. POTTER

1411 Kennedy Street, NW
Washington, DC 20011
Telephone: 202/726-0971 (H)

Formal Education:

M.F.A. in Creative Writing, with Honors, The American University,
Washington, DC, May 1983

B.A. in American Literature, with Honors, The George Washington
University, Washington, DC, May 1973

Awards and Associations:

- . Phi Kappa Phi Honor Society
- . Outstanding Student in American Literature, (B.A.)
- . Paul Ernst First Prize, Poetry; Salisbury State University, Md.
- . D.C. Commission on the Arts Grants-in-Aid, 1985, 1986, 1989, 1990
- . Board Member, Poetry Committee of Greater Washington, DC Area

Publications and Readings: See attached bibliography, pages 4-5.

EXPERIENCE

Director, Joaquin Miller Cabin Poetry Series, Word Works, Washington, DC,
1983 - present.

Direct oldest summer poetry reading series. Review manuscripts
obtained through a national competition, and arrange the best selection
of new and experienced writers. Prepare press work, fund-raising
campaigns, flyer. Return rejected manuscripts often with critical
comments. During series, prepare weekly reception and introduction for
each poet presented. Prepare publicity and maintain poets' marquee with
poets' photographs and flyer. Send files to Washington Writing Archive.

Vice President, Board of Directors, Poetry Committee of Greater
Washington, DC Area, Folger Shakespeare Library, DC. 1990 - present.
Define qualifications and write guidelines for Poetry Committee Book
Award. Coordinate all publicity and present award in spring Washington
"Celebration of Poetry."

Creative Writing Instructor, Friends Community School, March 1988 -
present. (part time units)

Develop activities in creative writing for ages 4-11, such as hand-
stitched, illustrated books made to include individual writing; exercises
that show form and technique; oral reading of poetry, with feedback on
written and oral work.

Teacher, Poetry Workshop, Washington Ethical Society, Spring, 1991.

Develop and present activities in writing poetry to ages 6-9 with an
emphasis on work written and orally presented during class time.

Teacher, Burgundy Farm Country Day School, Alexandria, VA, Fall, 1983 - Spring, 1987.

Teach fourth and fifth graders math, science, history, language arts, including creative writing units. Plan special natural science unit at Cooper's Cove. Teach kindergarten (three years).

Coordinator and Instructor, Gifted and Talented Program, The American University, Washington, DC, May - August, 1983 - 1986.

Develop creative writing programs for children and young adults. Work with an assistant to lead students in making hand-stitched books, with daily exercises in writing, and workshops in book-making. Books include author's biography and photograph, title page, and original work. Book covers designed using marbelizing technique or padded cloth cover. Every class receives examples of poetry by writers, past and present, with an examination and discussion of technique and style. Written evaluation and critical comments offered; discussions held with each student.

Creative Writing Instructor, American University, Washington, DC, 1983 - 1984.

Develop units in writing poetry with topics such as writing poetry with journals entries as poetry sources, including lectures on lives of well-known artists such as Franz Kafka, Ann Truitt, Katherine Mansfield, George Sand and Paul Gauguin. Provide students with syllabus, life chronologies of artists, and a bibliography. Other unit topics: examining published and workshop poetry with regard to male and female approaches; and writing poems in response to an international sampling of poets in translation. Give oral and written critical feedback on writing assignments.

Creative Writing Instructor, Smithsonian Resident Associates, Washington, DC, Fall-Spring, 1983 - 1984.

Lecture on literary journals; teach journal-keeping in connection with professional and creative development. Prepare materials on journals of writers and artists. Give feedback on journal development of each participant.

Creative Writing Instructor, Smithsonian Young Associates, Washington, DC, Fall-Spring, 1983 - 1984.

Introduce poetry to ages 5-7 year olds, with oral and writing activities. Supervise an assistant in bookmaking unit with each child making an original hand-stitched book of his or her poetry, illustrated with child's watercolors and drawings. Read aloud examples of published poetry, with a mention of technique and form.

Assistant Director, Poets Audio Center, Washington DC, 1983.

Direct sales and mailings of recordings of poets on tape.

Assistant to the Director, Creative Writing, Coordinator, Visiting Writers Series, American University, Washington, DC, 1980-1983.

Assist director of new creative writing program and visiting writers series at the Department of Literature. Design publicity procedures and write publicity handbook; supervise design and production of all promotional materials including brochures, posters, and correspondence related to visiting writers and M.F.A. program inquiries. Assist in contacting visiting writers.

Coordinator and Instructor, Creative Writing Program, Sign of the Times, Washington, DC June - August 1982. Plan and teach units in writing prose and poetry for students, ages 13-19; supervise publication of literary anthology edited and illustrated by students.

Youth Specialist, Migrant and Seasonal Farmworkers Association, Department of Labor, Exmore, Va., September, 1979-August, 1980.

Enroll farmworkers in a youth program which offered them training opportunities with local businesses and local community college (with DOL funding.) Seek local businessmen to offer job training. Supervise clerk and van driver. Provide counseling to young people.

4-H Extension Agent, Accomack County, Va. 1978-1979. Organize 4-H Clubs throughout Accomack County: seek volunteer leaders for clubs, provide materials for 4-H projects (i.e., dairy goat, horseback riding, bicycle, garden, electricity). Administer total county program, including County Contests, club visits, transportation of members to state and special events such as Electric Congress. Attend and teach crafts program at week-long overnight summer camp.

Language Arts and Creative Writing Coordinator/Instructor, Upland Hills Farm School and Ecology Center, Oxford, Michigan, August 1973-August 1977.

Develop and teach language arts classes (ages 5-14), creative writing classes (ages 5-14), with emphasis on personal and artistic development. Teach kindergarten; history; and women's issues.

Adult Creative Writing Instructor. In summers, teach An Introduction to Writing Poetry for adults ,held at the school.

Teacher(pre-K), Columbia Road Children's Center, Washington, DC, 1972.

Editor, Old Friends Literary Review. 1972-1976.

Legislative Assistant, Women United, Washington, DC. 1970-1972.

Part-time Editor and Typist, for book, Child Care, Who Cares? by Dr. Pamela Roby.

Legislative Representative, Women's International League, Washington, DC, 1968-1970.

Secretarial positions and college, 1962-1967.

PUBLICATIONS AND READINGS
Jacklyn W. Potter

The poetry, translations, reviews and articles below are listed chronologically within categories. If a poem appeared once, and was later published again, the note for both publications is given in the same location.

POETRY

"Las Lechuzas" in Poets On: Working, Summer 1981 and in If I Had a Hammer: Women's Work in Poetry, Fiction and Photographs, Papier Mache Press, June 1990.

"Dance, "Rhythm," and "Star" in Sou'wester, Summer 1983. "Dance" in Lip Service, Fall, 1990. "Star" in If I Had a Hammer..., June 1990.

"Waking Up During an Imaginary Snowstorm While Acid Rain is Falling" in Steppingstones, 1984.

"Cantaloupe Hills," "Elementary Lesson," and "Groaning Bed" in Natives, Tourists, and Other Mysteries, Watershed Foundation, 1983.

"Instructions: How to Play Rock'n'Roll" in Washington Review, 1985.

"Shakespeare's Theory of Angels Proven" in Tradeswomen, Summer 1986.

"Job Description" in Plainsong, Summer 1987. In Lip Service, 1989.

"On the Island" in The Cooke Book Anthology: A Seasoning of Poets, SCOP Publications, 1987.

"Permanent Vision" in Poet Lore, The Writer's Center, Fall 1988.

"Still Leaving Home" in Lip Service, #3, 1989.

"Notice to a Local Farmer" in Lip Service, #4, 1990.

"The Charge" in Gargoyle. #37/38, Winter 1990.

TRANSLATIONS

"The Little Towns" by Anne Hebert in Stone Country, 1983. In Visions, #32, March 1990.

"Speech Alone," "The Rag," "Lamentation" and "Broad Daylight" by Jean Follain and "There is Certainly Someone" and "The Little Towns" by Anne Hebert in Washington Review, Fall 1990.

Poetry by Esther Ettinger, Reuben Schoenberger and Esther Ettinger in The Stones Remember, Native Israeli Poetry, Word Works Press, 1990.

ARTICLES AND REVIEWS

4-H articles in Eastern Shore News, March 1978 - March 1979.

"Migrant Women Farmworkers" in Off Our Backs, Vol. X, #10, November 1980.

"In Poppies: The Necessity of Ritual" book review (Judith Harris) in The Washington Book Review, Vol. 2, #2, April-May 1982.

Book Reviews in Gargoyle, Paycock Press, Vol. 4, 1983.

"Translation: Save or Betray the Poem" in The Washington Review, Fall 1990.

READINGS

Jacklyn Potter has given over 100 readings in Washington, DC, Maryland, Michigan and Virginia, in locations such as The Folger Shakespeare Library; Northern Virginia Community College; The George Washington University; American University; Georgetown University; Ebenezer Cooke Poetry Festival, St. Mary's College, Md.; International Monetary Fund Visitors' Center; The Writer's Center; Arlington Arts Center; d.c. space; Astraea; Washington Historical Society; National Theatre; Brooks Mansion; Georgetown Poetry and Prose Series and others. In Michigan she read at Maximus I Bookstore, Birmingham; and on Virginia's Eastern Shore, she read at the Three Arts Club. She has also presented her translations at juried readings of American Literary Translators Association at George Washington University. She read her Hebrew translations at the Israeli Embassy.

References are available upon request.