

Instructor Proposal

STEP 1: Complete and return to Julie Wark.

TOJ USE ONLY

EFT Information	W-9
Background Check	Workman's Comp

Instructor Name: _____

Home # _____ Work # _____ Fax # _____ Cell # _____

Address _____ City, State, Zip _____

E-mail Address #1: _____ May we text your cell? _____

Alternate Mailing: _____

Website Address: _____ Best Way to Reach You? _____

INSTRUCTOR BIO FOR PUBLICATION: (Tip: Answer this question, "Why should I take classes from you? What makes you special as an instructor?") PLEASE PRINT CLEARLY. _____

Which sessions would you be interested in teaching?

- Fall (September-November)
 Spring (April-June)
 Ongoing Class
 All Sessions
 Winter (January-March)
 Summer (June/July-August)
 Holiday Seminar

Please give a brief summary of the kinds of classes you want to offer and their titles. (i.e., Adult Ballet, Watercolor, Tumbling)

Please give a brief summary and cost of any supplies or equipment that you want the Town of Jupiter to supply.

Summary Class Requirements/Expectations (Example)

Target Age of Classes:	2-4 yrs	
Requested Price of Class(es):	(\$45-\$55)	
Average Class Time:	(1 Hour)	
Number of Weeks to Offer Class(es):	(9 weeks)	
Facility/Room Needs:	(Gym, Art Rm)	
How many times per week to offer Class:	1	
Minimum/Maximum Class Size:	(8/15)	

Please attach any paperwork to this form including photos of projects, resume, reference letters/names, class proposals.