

## **CALL FOR INSTRUCTORS - Paid Programming at the County Arts Lab**

We are seeking course proposals for paid programming at the County Arts Lab for Winter 2024 and beyond! The County Arts Lab hosts multi-week courses for adults, children, and youth, as well as one-off workshops for youth and adults. Courses in all artistic mediums are welcomed, including but not limited to visual arts, dance, music, writing, and more. We especially encourage non-visual artists to submit proposals. We encourage you to consider your own artistic practice and find ways to structure a course based on that. We have a committed audience at the Arts Lab and the students are most excited and engaged when the instructor is teaching something that excites them! We are seeking both beginner and intermediate level visual arts course/workshop proposals.

### **SPECIFICATIONS**

- Artist Instructors will be engaged as Contractors and compensated at a rate of \$75 per teaching hour, plus hst if applicable
- Artist Instructors will be given a bonus of \$25 per class (so for a 6 week course you would receive 6 x \$25= \$150) for prep/set-up
- Classes will be capped at 12 students (unless the instructor can accommodate more)
- Sessions last 6 weeks, but sometimes we run 3-5 week courses within that 6-week block
- Classes are offered to the community at sliding scale rates, and we offer bursaries to children/youth based on need
- The duration of individual classes ranges from 1 to 3 hours depending on participant demographic/type of class. Workshops can be proposed for longer if need be.
- Instructors may propose to teach in collaboration with another instructor but for reasons of financial feasibility, the Instructors would only be able to "cross over" (i.e. both be present) for 1 or possibly 2 sessions.
- A minimum of 5 participants is required to run a course, but we've only had one postponement and no cancellations since our opening!

### **COUNTY ARTS PROVIDES**

- Space in the County Arts Lab
- All materials ([see here for a general list of materials/resources available at the Lab](#))
- Marketing and promo of your course/workshop
- Registration and communication with registrants
- Support with set-up/tear-down and assistance during class if needed (children's and youth programming instructors will be provided with a volunteer to assist)
- Reimbursement of Vulnerable Sector Check (police record) fee if applicable

### **ELIGIBILITY**

- Must be a member of County Arts in good standing

- Must be a practicing artist with some instructing/facilitating experience or equivalent skills
- Propose a project that is feasible with the material resources made available by the County Arts Lab.
- Instructors for Children/Youth programs must submit a clear Vulnerable Sector (police record) Check

## WHAT YOU NEED TO APPLY

- A description of the course/workshop between 150 and 300 words, including course objectives, skills gained etc. (sample provided)
- An estimated materials fee per participant (if applicable)
- Materials list (if applicable)
- A summary lesson plan for the workshop or one class of a multi-week course
- A headshot or image that represents you as an instructor (would be used for promo)
- For visual arts applicants: an image to use for promo (no text, will be made into a graphic)
- A bio (brief description of your artistic practice, any relevant teaching/facilitating experience) that would be used for promoting your offering
- A resume with your relevant experience (optional)
- Availability through the Winter and Spring 2024

## ASSESSMENT CRITERIA

Applications will be assessed using all of the following criteria:

- Helps us maintain a diversity of offerings. We make sure we are programming across a wide range of artistic disciplines in both visual and non-visual arts.
- Helps us provide opportunities for new Instructors, and local (PEC/Quinte) artists
- Helps us reach/appeal to new/varied audiences
- Feasible within Lab space and resources
- Aligns with community interest
- Quality of application/proposal

**Important Note:** For the purposes of this application, if there are multiple well-assessed applications of equal merit and insufficient space to accept all course proposals, applications from PEC residents, and then Bay of Quinte residents, will be prioritized. Following that process, information provided in the voluntary Self-Identification section of the application form will be reviewed, and the applications of artists who self-identify as belonging to one or more of the Equity Priority groups in the Application Form will be prioritized. For more information on our Self-Identification Framework and Equity Priority Policy [see here](#).

## TO APPLY

Please complete the Application Form [linked here](#). Please contact Stacey Sproule, Programs Manager (stacey@countyarts.ca) to inquire about alternative application methods or with any questions.

**Equity statement** - County Arts is an equal opportunity employer, and is committed to fostering a culture of equity, diversity, and inclusivity. We value individuals who express and reflect our diverse stories, histories, communities, cultures and artistic practices. We especially encourage applications from artists who self-identify as members of equity-seeking and underrepresented groups, including people of colour, Indigenous people, LGBTQ2S+ people, and people with disabilities. Accommodations for applicants with disabilities are available upon request.