

Instructor Application

Fort Harrod Area Homemakers Craft Camp

Instructor Name _____

Mailing Address _____

City _____ State _____ Zip _____ County _____

Telephone (Day) _____ (Evening) _____

E-mail _____

Class Title _____

Class Description _____

Measurement of Finished Craft _____

Will the student complete the craft in class? Yes _____ No _____

If no, why not? _____

Length of class _____ 1 hour _____ 2 hours _____ 3 hours Other _____

Class Fee Per Participant _____

Please check the skill level which applies to this class:

_____ Beginner – first time student

_____ Intermediate – knowledge in craft, but is limited in experience

_____ Advanced – has knowledge of the project and could complete with little assistance

_____ All Levels – little or no experience to advanced skills

Preferred Class Times (please check all times in which you would be willing to teach this class)

Friday Afternoon _____ Friday Evening _____

Saturday Morning _____ Saturday Afternoon _____

Supplies or tools students must bring to class:

Supplies or tools provided by the instructor:

List special needs of instructor (i.e. outlets, tables, water access):

Fort Harrod Area Homemakers Craft Camp
June 7-9, 2019 **Jabez, Kentucky**

INSTRUCTOR INFORMATION

CLASS SELECTION:

The Instructor Application must be completed and presented with a finished sample of the craft project **by November 1, 2018**. Instructor Applications may also be emailed to Rita Belen at rbelen@hughes.net (a finished product still must be completed and presented). Each county will have a representative to vote on the class submissions. A picture will be made of each craft selected that will be used for the catalog. The Instructor Application will also help with class selection and provide information for the final classes and catalog. Please provide as much detail as possible.

REGISTRATION:

You must submit your camp registration form along with camp fees (i.e. lodging, meals, classes) and send it to the location as indicated in the catalog by the camp deadline. Instructors are required to pay the registration fee.

FEES:

You will receive payment of your class fees according to the number of students enrolled in your class(es) and the fee that you charge for that class.

You will also receive a payment of up to \$25 (but not less than \$20) per class taught.

CLASS REQUIREMENTS:

When an instructor is selected and makes a commitment to teach a class at camp, they must honor that commitment if the class has 5 or more students. If an emergency arises, the instructor is responsible in finding an alternate person to teach their class. If there are less than 5 students registered for a particular class, the instructor has the option to cancel the class.

Instructors are required to provide written instructions to all students at the time of class. If a registered student is absent, you must provide the class handouts/pattern and/or kit to their county FCS agent only. The agent will make sure the participant receives any kits and materials from camp.

Instructors must bring a protective table cloth for each table used in class.

All instructors are asked to provide at least one door prize. The item does not need to be handmade or a class sample from the class they are teaching.