



NEW SUMMER CAMP PROPOSAL - One form is required per camp.

Name Email Phone Address City State Zip

Suggested Summer Camp Title

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Suggested Summer Camp Description

Please be sure to include the camp goals, a list of skills learned, and what will be accomplished. Descriptions will likely be edited for the Summer Camp Catalog for consistency.

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Outcomes

Please provide at least three examples of outcomes for camp(s).

Examples:

- To learn 5 new embroidery stitches
- To make a custom tote bag from start to finish
- To learn how material choices impact texture and structure

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Evaluation

Other than class surveys, how will you know that you've run a successful camp?

Schedule

Most camps run from either 9 am –12 pm or 1 pm – 4 pm, Monday – Friday. However, there is room for flexibility. State your ideal time frame for the camp and give a brief synopsis of what will be done on each day. (This information is occasionally shared with parents.)



Materials

Please provide a list of materials needed for the camp and on what days they will be needed. (We try to source as many materials as possible from our Garage Sale and strongly discourage students needing to bring materials.)

Classroom & Equipment

Include what facilities and workspace is needed. For example, dye lab and classroom space, tables, chairs, white boards, extension cords, ironing boards, etc. Include what tools or equipment you will bring with you, if any.

Students

Preferred maximum number of students. Textile Center sets its maximum students per class at 8 –12 to ensure teaching excellence.

Age of students (Please list as broad as possible.)

Physical considerations

Describe skills or prerequisite knowledge needed. (We try to make the majority of our camps for beginners.)



About You (check)

Please email the following documents

If you do not have a headshot, please contact Scarlett Larson.

- Biography
- Headshot

Images (check)

Include in your email 2 – 3 photos that represent the projects/techniques you will be doing in the workshop or arrange a time with Scarlett to take photos.

Instructor Compensation

Textile Center offers compensation of \$450/wk. for 5 x three hours classes. Instructors are independent contractors of Textile Center and must fill out a W-9 for payment.

Submit your completed NEW summer camp proposal with images by November 1, 2019 to Scarlett Larson, slarson@textilecentermn.org or by mail.

Textile Center
3000 University Ave SE
Minneapolis, MN 55414



Summer Camp Proposal Guidelines

Thank you for your interest in proposing and teaching a summer camp! We are currently planning for the summer of 2020. Before you get started, please read through the following information to help guide your proposal.

Camp Timing

All of our camps are half-days, running from either 9 am – 12 pm and 1 pm – 4 pm, Monday - Friday. All activities are made to fit within this timeframe. If you have a set summer schedule, please let us know on your proposal, so we can do our best to arrange the camp to fit your plans.

Age and Capacity

Camp is for youth, ages 6 – 16. All classes serve a range of at least 4 years. Please consider the skills they will be covering in comparison to their age group. All machine-sewing camps are limited to 8 students, dye intensive classes are limited to 10 students, and all other courses have a limit of 12 students, unless otherwise noted.

New Instructors

If you are a new instructor, please include your resume and three references with your proposal. All of our instructors are skilled and experienced in working with youth, the medium their instructing, and undergo a background check.

Proposal Selection

We have a limited amount of camps each year, so only select proposals will be scheduled. We try to ensure that we're offering a broad range of techniques, without overlap. Proposals are due November 1, 2019. Instructors will be notified by December 15, 2019, if their proposal has been selected. If your proposal is selected, you will be required to submit a lesson plan for the course by January 15, 2020 and attend a teacher training in June of 2020. Proposals submitted after November 1, 2019 will not be accepted.

Once a proposal is confirmed, it is permanently set in our schedule and placed in marketing materials, so we are unable to cancel the class. If you cannot teach the class, for any reason, another instructor will be hired to fill the vacancy. Please do not submit any material that is considered intellectual property or copyrighted material by you or anyone else.

Questions

If you have any questions, please contact Scarlett Larson, Youth Education Associate at slarson@textilecentermn.org or 612-436-0464.