



WORKSHOP INFORMATION SHEET

Teachers name: _____ **Medium:** _____

Phone Number: _____ **Email:** _____

Credentials pertaining to art/ teaching: (i.e formal training, experience, exhibitions)

Brief outline of the workshop:

What specific skill/ techniques will the students learn in this class?

How many classes will this workshop include: _____

Supplies Needed:

How much preparation and clean up time will be required in total? (1hr total is standard)

Preferred Date & Time:

Option 1: _____

Option 2: _____

Option 3: _____



Room Needed:

- ☐ Pottery Studio
- ☐ Woodshop
- ☐ Kitchen / Meeting room

- ☐ Jailhouse Studio
- ☐ Outside Space
- ☐ Gallery
- ☐ Other _____

Number of students: (6 -15 recommended for most classes) _____

Age group:

- ☐ Kids (Police Check required)
- ☐ Adults

- ☐ Youth, 12+ (Police Check required)
- ☐ All ages/ Family friendly
- ☐ Other _____

What experience level is this class designed for?

- ☐ Beginners - Introductory class
- ☐ Intermediate - Build on existing skills
- ☐ Experienced artists - Master class

Special Requests/ Notes:

Please attach examples of your previous work, especially pertaining to this class' medium or explain below.

Contact us:

info@revelstokeartgallery.ca

250 814 0261

320 Wilson Street



INFORMATION FOR TEACHERS

- Artists are paid \$50 per hour for adult classes and \$30 per hour for youth and children's classes. This difference in price reflects the additional knowledge transfer expected for adults. You will also be allocated a small amount of paid preparation time.
- Under most circumstances the Revelstoke Visual Arts Centre will provide the materials, host the workshop, set the class cost, and advertise classes. The teacher is responsible for sending a list of materials in advance.
- For child and youth classes a police check must be submitted before the class start date.
- To ensure that our students learn from the workshops and receive their value for money instructors will be asked to create a loose lesson plan once their class dates are confirmed. This class plan should include an introduction of you as an artist, the materials and tools, an outline of the process, specific techniques, and any additional things to note.
- Payouts will be sent via etransfer. Once the class is complete please fill out an instructor invoice template and email it to:
info@revelstokeartgallery.ca

Please feel free to contact the Revelstoke Visual Arts Centre with any questions.

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