

EUREKA SPRINGS SCHOOL OF THE ARTS

www.essa-art.org 479-253-5384

2021 ONLINE INSTRUCTOR APPLICATION AND WORKSHOP PROPOSAL FORM

Application and all required information must be submitted before September 15, 2020.

Instructor Name		
Mailing Address		
City:	State:	Zip:
Email:	Phone:	
Website:	Facebook/ Instagram:	

All ESSA online workshops are live and interactive, and taught via Zoom, with at least one ESSA staff member present to assist. Unless you are local to Eureka Springs, you must have all necessary equipment at YOUR location to teach remotely.

Have you taught an online class before? Yes No

If yes, please briefly describe the class and technology and approach used:

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Describe other teaching experience:

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Proposed Online Workshop Description

Provide a description of your proposed workshop in **65 words or less**. This description will be used to create marketing materials in print and on-line if your proposal is accepted. You may attach additional explanation of your workshop if you wish to do so, or to provide clarification of your proposal.

Provide brief responses to the following (in list form), regarding your proposed workshop. These responses will be used to create marketing materials if your proposal is accepted.

- What is the maximum number of students for your class? (most online workshops are capped at 6)
- What will students create?
- What skills will students learn?
- What tools will students learn to use?
- What level is the class (All Levels, Beginner, Intermediate or Advanced)? Is prior experience necessary?
- Please provide all requested material and supply information on the Student Materials List page at the end of this form.

Instructor Biography

Provide a brief biography, in **40 words or less**. Your biography will be included in marketing materials and on the ESSA web site if your workshop is selected.

Instructor Availability and Workshop Length

Instructions: On the following page, please indicate your preferred season, number of sessions, and length of sessions for your workshop, as well as any blackout dates that you will NOT be available to teach the proposed workshop. ESSA staff will work with all instructors to construct the best possible schedule for peak enrollment.

- Sessions are generally 1 to 3 hours in length.
- You may propose as many (or as few) sessions as you think best to deliver your material and provide interaction and feedback.

Preferred Season:

- Spring Season: March 9th – June 7th, 2021

Blackout Dates During this Period:

Total Length of Workshop in Hours:

Number of Sessions:

- Summer Season: June 8th – August 30th, 2021

Blackout Dates During this Period:

Total Length of Workshop in Hours:

Number of Sessions:

- Fall Season: August 31th – November 8th, 2021

Blackout Dates During this Period:

Total Length of Workshop in Hours:

Number of Sessions:

Attachments and Supplemental Materials

Please include the following Non-Returnable information with your submission.

- Completed and signed Application Form (PDF or Word Doc only please).
- Minimum of 4 good quality .jpg digital images of your work, which are representative of works to be created and/or techniques to be learned during the proposed workshop. These will be used for printed and digital promotional materials and marketing efforts. Good images are very important!
- Clearly label all submitted images with artist name (your name) and the title of the work.
- You may also attach your answers to this form or provide additional information on a separate page.
- **Send electronic applications to:** julie@essa-art.org

STUDENT MATERIALS LIST

This list will be sent to your students or used by ESSA to procure materials and set tuition prices. Please be clear and concise.

Material requirements and costs will be listed in the program catalog and/or emailed to students. When possible, material costs will be included in workshop registration costs, as described below.

- Instructor will purchase/provide workshop materials, to be included in tuition paid by students, and will mail materials directly to the students. Instructor will be reimbursed by ESSA at the following rate per student: \$

- Students will purchase their own materials as follows, including estimated cost(s):

Optional Reading List: We depend on our faculty to recommend excellent books for our students. Please provide student reading materials below, if appropriate.