



Gualala Arts Center Presents Global Harmony Summer Adventure Camp Teacher Application/Contract***



Tuesday through Friday, July 7-10 2015
Tuesday through Friday, July 14-17 2015
Teachers: 9:00am-1pm (8:30am on first day July 7)
Students: 9:30am-12:30pm (9:15am on first day July 7)

Teacher's Name: _____

Mailing Address: _____

Phone (h): _____ Phone (c): _____

Email: _____ Fax: _____

• Class Title: _____

• Class Description: _____

• Equipment, Set up, & Room space needed: _____

• Materials you need to purchase: _____ Estimate Cost: \$ _____
*(Receipts needed for reimbursements **by July 14.** - Prior approval required – try to use existing supplies first)*

• Have you worked at Gualala Arts Summer Art Program in the past? YES: last year? or NO

• Do you have experience working with children & art? *Please explain below or attach resume.*

• Artist Statement: _____

• Reference #1 _____

	Name:	Relationship	Phone # or Email
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• Reference #2 _____

	Name:	Relationship	Phone # or Email
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• Do you have a suggestion for this year's theme: _____

• Are you available for the Pre-Program orientation meeting: Monday July 6 at 5:30pm YES or NO

- Do you have an Assistant you would like to work with (or not) Please specify: _____

Teachers must be available on site at the Gualala Arts Center from 9am to 1pm (8:30 on first day) Tuesdays through Fridays from July 7 thru July 17, 2015. Instructors are responsible for organizing class curriculum, assuring all supplies are gathered and ready for student projects on class days, instructing and supervising students, directing assistants, and classroom clean up at end of day and end of program.

Gualala Arts Summer Art Program Teacher payment is \$350 per week (17.5 hours x \$20 per hour)

Gualala Arts Summer Art Program Teachers are considered Independent Contractors.

- I would like to receive a payment of \$20 per hour. (1099 will be issued when over \$600)
- I would like to donate my whole payment back to Gualala Arts.
- I would like to donate back \$_____

If your are hired, for publicity purposes, you will be requested to submit publicity information including (1) an explanation of the class (2) teacher statements (3) a short biography, and (4) image(s) representing your class (300 ppi, 2700 pixels high jpg.). This should be sent to pr@gualalaarts.org or you can mail a burned to a DVD or CD to Gualala Arts PO Box 244, Gualala, CA 95445.

If any portion of this agreement is held to be invalid, its invalidity will not affect the validity or enforceability of any other provision of this agreement. This contract constitutes the entire agreement between the parties, and no promises or representations, other than those contained herein and those implied by law, have been made. This agreement is entered into for the duration of the contract and may be modified at any time by mutual written agreement. If any of the conditions of this agreement jeopardize the non-profit status of Gualala Arts they will be addressed and made appropriate to the non-profit rules and regulations.

I have read and agree to the terms listed above. All above information contained herein is correct to the best of my knowledge.

Instructor Signature: _____ Date: _____

Print Instructor Name: _____

Please return completed form to the Gualala Arts office in Person or mail to
Gualala Arts, Summer Art Program for Youth, PO Box 244 Gualala, CA 95445

Approval Signature: _____ Date: _____

David Susalla, Executive Director, Gualala Arts

*** Contract not valid until signed by Executive Director

PLEASE NOTE: At the request of our insurance company, a background check is required for all adults (anyone over 18) who will be working with or around the children in our Global Harmony Summer Adventure Camp. The enclosed sample form will be presented for signature at the offer of employment.

Office Use Only:	Received:	Responded:	Initials:	W-9 On file:	YES	NEEDED
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