

## Newark Arts Alliance Class Proposal Information

Do you have a great idea for an engaging art, music, or writing class? Share your creative teaching talents with our community at the Newark Arts Alliance!



### As you plan your class

- To avoid scheduling conflicts, review our [2018 Exhibition Schedule](#) (no classes during receptions) and our recurring programs (under the *Participate* tab on the [NAA website](#)).
- Our most popular visual arts classes are for beginning to intermediate students using traditional techniques and mediums, or provide instruction in unusual mediums or techniques across skill levels.
- Music and writing class proposals across skill levels/age ranges are most welcomed!

### Age Ranges / Times to Consider

- **Age Ranges:** All ages; parent & young child(ren); ages 3-5 or 5-7; ages 8 and up; teens ages 13 and up; adults 16–18 and up; adults 21+ (when wine/beer provided). Instructors can suggest other age ranges.
- **Times/Days:** Classes can begin any time from 9:00am and must conclude by 10:00pm, 7 days/week.

### Suggestions for Audiences / Days / Times / Class types

- **Pre-school/Homeschool Classes:** Weekday mornings starting as early as 9:00am or early afternoon; 3+ sessions.
- **Youth Classes:** Kids/tweens/teens; weekday evenings; Saturday morning or afternoon; 1–4 sessions.
- **Weeknight Classes:** Great for adults; Monday–Thursday evenings starting between 6–7pm; 2–5 sessions.
- **Weekend Workshop:** Great for adults; Saturday and/or Sunday afternoons; 1+ sessions. Appropriate for any level of instruction but especially good for intermediate–advanced students.
- **Art Night Out for youth and families:** Friday or Saturday, single-session class for tweens, teens, or families; starting between 6–7pm. Could include project and dinner (such as pizza), desserts, or snacks. Crafts are great for this type of class.
- **Art Night Out for adults:** Friday or Saturday, single-session, 7–7:30pm start to 9–10pm. Classes for adults ages 21+ that offer a chance to create art and enjoy beer/wine, snacks, and conversation.

### Compensation

- Instructors earn \$20/hour for the first three students. Add \$2/hour for each additional student. Example: A class with 6 students will pay \$26/hour (\$20 + \$6).
- **All classes require a minimum of three registered students to avoid cancellation.**
- Instructor payment is issued by check and mailed after the last class. Payment processing may take up to two weeks.
- All class-related art material expenses are reimbursed; your maximum budget is based on the per-student material fee as stated on your application form. Keep your receipts and submit paper copies at the NAA or email them to [info@newarkartsalliance.org](mailto:info@newarkartsalliance.org).

### Submission / Promotion

- **Submit your completed Class Proposal form and include a photo of the finished art project or sample of a writing project by email to [info@newarkartsalliance.org](mailto:info@newarkartsalliance.org).**
- The Newark Arts Alliance will promote your class through our printed Member Newsletter, our 1,300+ email list, on our website, and on Facebook.
- **It's important that you promote your class!** Classes fill when instructors use social media and other means to promote their own classes. The NAA is happy to cooperate with your promotional activities.

**Questions?** Please contact us at [info@newarkartsalliance.org](mailto:info@newarkartsalliance.org) or call the NAA at 302-266-7266 to speak with Linda Majewski, Executive Director, with any questions regarding proposal guidelines.