



The West Windsor Arts Center (WWAC) opened in September 2010. Our facility, the historic Princeton Junction firehouse, is located at 952 Alexander Road, West Windsor, NJ 08550. The West Windsor Arts Council manages the West Windsor Arts Center. We are currently accepting proposals for classes and workshops in all art forms. All of the classes and workshops will be selected by a sub-committee of the WWAC Programs Committee at least 3 months in advance of implementation and may be submitted on a rolling basis. Areas of especial need include classes for children ages 5-10 and availability on weekday afternoons and evenings and weekends.

## SUBMISSION MATERIALS (Please check boxes to confirm attachments)

WWAC Teaching Artist Information Form (below)

Proposal Worksheet (below) for each class or workshop proposed \*

Resume or CV

Bio (75-150 words)

Three professional references including contact information

Promotional materials, articles, and low resolution photos (optional)

## WWAC TEACHING ARTIST INFORMATION (Please type all the information within the boxes clearly)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

Arts Specialties / Medium: \_\_\_\_\_

Years of Teaching Experience: \_\_\_\_\_

\* Artists may submit up to 3 proposals



**PROPOSAL WORKSHEET:** (Please fill out for each class or workshop you are proposing)

A 200 word narrative describing the class or workshop you wish to present including your goals and learning objectives or outcomes

**Length of class or workshop (number of hours and days)** \_\_\_\_\_

**Age range of participants:** \_\_\_\_\_

**Maximum number of participants:** \_\_\_\_\_

**Space/room requirements (size of room, number of 8-foot tables and chairs):**

**Technical requirements: what you will provide and what you will need from us (easels, extension cords, flip chart, etc.)**

**Your fee:** \_\_\_\_\_

**Full supplies list for students including approximate cost of supplies (please note if you prefer to provide the supplies and have this fee included in your artist fee)**

**Available month(s)/day(s)/time(s)**

**SEND SUBMISSION MATERIAL TO: [info@westwindsorarts.org](mailto:info@westwindsorarts.org)**



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