



MacRostie Art Center

405 1st Ave NW Grand Rapids, MN 55744
218.326.2697 info@macrostieartcenter.org

Call for Class Proposals 2023

Required Information

- For instructors who have not previously taught at the MAC: resume and four to eight digital images of studio work are required
- Class proposal including course description, outline of lesson(s), dates, times, and fees
- Short artist bio and images of artwork (both for promotional purposes).
- Indicate which is the best way to contact you: email or telephone.

Media

MacRostie Art Center accepts class/workshop proposals in drawing, painting, printmaking, woodworking/weaving, pottery, and more. Artists who teach in other media are also welcome to submit a teaching proposal. We have dedicated studios for drawing and paint, ceramics, and printmaking. We are seeking instructors for children's, teen, and adult programming.

Services MAC Provides

Registration & advertising on the web, community mailings, direct mailings, email

Proposal guidelines & procedures

To submit a class proposal, please email proposals to emily@macrostieartcenter.org or drop off/send a copy to the MAC at 405 NW 1st Ave, Grand Rapids, MN 55744.

Classes will be reviewed and chosen based on feasibility, curriculum, and scheduling availability. MacRostie Art Center values class offerings that help create synergy among other art education offerings in Itasca County. For further questions feel free to call our Program Manager, Emily Carlson at 218-326-2697 or email emily@macrostieartcenter.org.

Please Be Advised

By using MacRostie Art Center as registrar and facilities, certain registration/cancellation policies will apply and certain facility policies will apply. Registration for classes will be kept open until the day before the first scheduled class, unless the instructor indicates that they need the registration to close sooner than the day before the first scheduled class. By submitting this proposal, you are contracting MacRostie Art Center to serve as a facilitator for arts education classes. Please, understand that you would be providing a temporary contractual service and that you are not and will not be an employee of MacRostie Art Center.



MacRostie Art Center

405 1st Ave NW Grand Rapids, MN 55744
218.326.2697 info@macrostieartcenter.org

Independent Contractor: Teaching Proposal Form

Class Title _____

Instructor Name _____

Address _____

Phone _____ Email _____

Class Date(s) First Choice: _____

Class Date(s) Second Choice: _____

Time(s) _____ Number of Sessions _____

Course Fee _____ MAC Members(-\$10 from Course Fee) _____

Age Limits _____ Minimum Enrollment _____ Maximum Enrollment _____

Class Description:

Payment and Materials:

Please check one

Students will provide their own materials. (Please attach a supply list)

Instructor will provide all materials.

MacRostie Art Center MacRostie will provide all materials.

For regular classes, the instructor is typically paid 70 percent of the member tuition price times the number of students. Add extra if instructor supplies materials, and subtract some if MacRostie supplies materials.

I agree to the terms above.

I will be in contact to negotiate other payment terms.