

We are looking for instructors with an expertise and a passion about their subject. The class should not only provide students with valuable information and learning, it should empower them to take next steps independently. What classes are not, a place to solicit or sell. Thank you for your interest in becoming a Robbinsdale Community Education instructor.

Instructor

Name: _____ Organization: _____

Address: _____

Phone #: day - _____ evening - _____ cell - _____

E-mail Address: _____

What day(s) of the week are you available: M T W Th F Sat

Time of day available: ____:____ am/pm to ____:____ am/pm

Have you taught with us before? ____ yes ____ no If yes, explain _____

Class

Title: _____ New offering Previously offered

Have you taught this class before? ____ yes ____ no If yes, explain _____

Target Audience :Adults ____ 19-54 yrs ____ 55+ yrs ____ adults w/ disabilities

Minimum/Maximum # students per class: ____ minimum ____ maximum

Number of sessions: _____ Length of time per session: _____

Available Dates: _____ or _____ or _____

Desired Salary: \$ _____ per: ____ hour ____ student ____ class ____ other

Course Outline – What will be covered and how will time be spent?

Suggested Course Description:

Room Requirements/Set-up and/or Equipment Needs:

Supplies Needed:

Total Supply Cost: _____

Supplies, if any, will be:

____ Purchased by student ____ Paid to instructor ____ Included in class fee

Please submit completed forms to:
Diane Dickmeyer, Adult Program Specialist
Community Education Pilgrim Lane
3725 Pilgrim Lane
Plymouth MN 55441
diane_dickmeyer@rdale.org
Fax: 763-504-6989, Phone 763-504-4907