Instructor Interest Form

City of Pullman Parks & Recreation Department

240 SE Dexter St., Pullman, WA 99163 509-338-3227

The City of Pullman Recreation Department is always looking for quality instructors to enhance the variety of classes and workshops offered throughout the year. Our recreation staff will work with you to make the experience of teaching in Pullman enjoyable and rewarding.

Instructor Information:

Instructor Name: _____

Business Name: _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Phone 1: _____ **Phone 2:** _____ **Phone 3:** _____

Email: _____

Class Information:

Season(s) your are interested in teaching *(you may choose more than one):*

- ○ Fall (September, October, November, December)
- ○ Winter/Spring (January, February, March, April)
- ○ Summer (May, June, July , August)

Age Group you are interested in teaching *(you may choose more than one):*

- ○ Infant
- ○ Preschool
- ○ Youth
- ○ Teen
- ○ Adult
- ○ Senior Adult

Type of class you are interested in teaching *(you may choose more than one):*

- ○ Animals/Pets
- ○ Arts/Crafts
- ○ Computers
- ○ Cooking
- ○ Dance
- ○ Enrichment/Hobby
- ○ Finance/Investing
- ○ Fitness/Exercise
- ○ Foreign Language
- ○ Games
- ○ Gymnastics
- ○ Health/Wellness
- ○ Martial Arts
- ○ Music
- ○ Nature
- ○ Outdoor Skills
- ○ Childcare Provider Training
- ○ Real Estate
- ○ Safety
- ○ Senior Adult Classes
- ○ Science
- ○ Sports
- ○ Theatre
- ○ Other

Class Title: _____

Please describe your skills, certifications, degrees that qualify you to teach this type of class: *(please be detailed)*

Class Description:

Please describe any special space, equipment, or facility requirements you would need for this class: *(please be detailed)*

Minimum number of students: _____ **Maximum number of students:** _____

Preferred Class Day(s) (i.e., Monday, Tuesday and Thursday): _____

Preferred Time of Day: _____**Number of Weeks:** _____

Proposed Length of Class (hours): _____ **Proposed Instructor Fee:** _____

Is a supply fee required: ○ Yes ○ No **How much?** _____

Please attach any additional materials. (i.e. supply list, photo of projects)

* Each instructor will be required to provide a completed W-9 Request for Taxpayer, Identification Number and Certification or become an employee of the City of Pullman. You can find the W-9 form at http://www.irs.gov/pub/irs-pdf/fw9.pdf.