

2024 TEACHER APPLICATION PACKET

We are seeking talented tatters to teach at our 26th Annual Tatting Workshop & Retreat to be held at the Quality Inn on Division in Spokane, WA on April 25 – April 27, 2024.

Our theme for the workshop and theme contest will be "Mad Tatters' Tea Party!" This theme is all about having fun and letting our imaginations run wild. Let's see where it takes us.

We are looking for classes that offer:

new and creative ideas for projects

a variety of techniques

suitability for all skill levels (we like to offer options for each skill level)

Original and new patterns are preferred, but not required. Patterns copyrighted by others are allowed with written permission from the copyright holder. Note: Class projects do not need to be theme related.

Classes:

Our schedule allows us to offer up to 3 classes per day, one 2-hour class in the morning and two 90-minute classes in the afternoon (or a single 3-hour class in the afternoon split into 2 90-minute sessions).

Class size will be limited to a maximum of 15 students.

Classes must be designated as either a project or technique class and by skill level as follows:

Class Type:

Project Class – the emphasis will be on teaching the pattern and not technique(s);

Technique Class – the emphasis is on teaching the technique(s) needed to complete the pattern used.

Skill Levels:

Beginner – this class will focus on the basics – rings, chains, joins, and reading patterns.

Adv. Beginner - knows the basics - rings, chains, picots, joins and reading patterns.

Intermediate - knows and is comfortable with the above, plus two shuttles, split rings/chains, beads

Advanced - knows and is comfortable with all of the above and is ready for more.

Teacher Requirements:

We are seeking 5 full time teachers and 1 part time teacher.

Teacher applicant must:

- indicate if they wish to teach full time, part time or either
- be willing to accommodate up to 15 students per class
- submit the required number of class proposals
- submit a completed 2024 teacher application packet with all requirements met

Full time teachers:

- will teach 5 classes (8 or 8.5 hours total) and have one free class period¹
- will submit a minimum of 6 complete class proposals of varying skill levels
- at least two proposals must be for a 2-hour class

Part time teachers:

- will teach 3 classes (5 hours total) split between the two days¹
- will submit a minimum of 4 complete class proposals of varying skill levels
- at least two proposals must be for a 2-hour class

Either full or part time:

- will teach either 5 (full time) or 3 (part time) classes depending on classes chosen¹
- will submit a minimum of 6 complete class proposals of varying skill levels
- at least two proposals must be for a 2-hour class

Successful applicant agrees:

- their class curriculum will fill the allotted time period.
- to provide a copy of any homework required for the class at time of notification of acceptance (November 18, 2023)
- to provide a separate and completed class model for display for the duration of the workshop
- to provide a copy of their original pattern and class handouts to the Shuttlebirds Librarian for inclusion in the Shuttlebirds Tatting Guild library
- to arrive at the Quality Inn on Thursday afternoon and depart on Sunday. Contact the workshop coordinator if you need other arrangements.

¹ A 3-hour class counts for 2 classes in total count

- to notify the workshop coordinator immediately if you will be unable to attend or teach your classes.

Teacher Compensation:

Workshop registration fee will be waived.

Full time teachers will be paid \$500.00 and be provided 3 nights room (continental breakfast included) plus lunches Friday and Saturday, and the banquet dinner. Teachers are responsible for their own dinners on the other two nights.

Part time teachers will be paid \$250.00 and be provided 1 night room (continental breakfast included) plus lunches Friday and Saturday, and the banquet dinner. Part-time teachers are responsible for their own dinners the other two nights and are responsible for the remaining 2 nights lodging.

Teachers will be paired for lodging. Teachers wishing a single room will be responsible for the difference in the room rate.

Vending: up to one half of a table will be provided if requested. Teachers will be responsible for collecting applicable sales tax for all sales transacted in the vending room.

Shuttlebirds will provide:

- ❖ Copies of class handouts, (1 per registered student per class plus one extra). Masters must be received on or before March 15, 2024, as a PDF or Word document. Please send the handouts as soon as you have them ready. If a teacher misses the deadline, they will need to provide the copies for their students and the Guild Library copy.
- ❖ Registration updates to teachers, approx. every 2-3 weeks after registration opens, with student count, and contact information if requested.
- ❖ Transportation to/from the Spokane airport, if requested. Arrival in morning to mid-afternoon, and/or departure in late morning or later is best. Other arrangements can be made if necessary. Flight itinerary must be provided **at least 30 days in advance** of the workshop, so Shuttlebirds can make arrangements. All other travel expenses will be the responsibility of the teacher.

Applications will be accepted through noon (PST), Saturday, October 28th, 2023.

Timeline:

Application packets will be available on our website www.shuttlebirds.com

Notification of accepted applications will be made on or about Saturday, November 18, 2023.

The class pictures and teacher names will be posted to our website, blog, and Facebook page & group on or before November 30, 2023.

Registration will open by January 1, 2024.

Shuttlebirds Tatting Guild reserves the right to cancel the 2024 tatting workshop and retreat for insufficient teachers and/or registrations.

All questions should be directed to ShuttlebirdsTG@gmail.com