



LIFELONG LEARNING Class Proposal Form

Return to: Peoria Community Services Department Attention: Lifelong Learning Class Program Rio Vista Recreation Center 8866 W. Thunderbird, Peoria, AZ 85381 Fax: 623-773-8628 e-mail: andrea.traganza@peoriaaz.gov		<ul style="list-style-type: none">Please include a course outline (bulleted format acceptable) showing what you would cover in your proposed class meetings.
Name:		Today's date:
Daytime Phone:		Email:
Alternate Phone:		
Mailing Address:		
City/State:		Zip Code:
Proposed Class Title:		
Age Group: (check as many as apply) <input type="checkbox"/> Grade K-2 <input type="checkbox"/> Grade 3-8 <input type="checkbox"/> Grade 9-12 <input type="checkbox"/> Adults		
What is your experience teaching this topic? (How long have you taught? Where have you taught?)		
Who may we contact to verify your experience and skill teaching this subject matter? (Supervisors, Coaches, Parent of minor student, Adult student, co-worker, etc.)		
1. Name: _____ Phone (____) _____ Relationship to you: _____		
2. Name: _____ Phone (____) _____ Relationship to you: _____		
3. Name: _____ Phone (____) _____ Relationship to you: _____		
Please list any certifications, professional affiliations, memberships, or formal training you have related to this topic:		

Equipment/Special room set-up needs:

Class Description: (4-6 Sentences describing main learning outcomes of this class)

Total number of class meetings:

Length of each class session: (circle one)

1 hour 1.5 hours 2 hrs Other: _____

Availability to teach:

Winter Spring Summer Fall

Please indicate below the time frames during which you are available to work...

Time Frames	Mon	Tue	Wed	Thu	Fri	Sat	Comments
AM							
PM							

*Class proposals are accepted on an on-going basis. Applicants may be considered to teach a new class proposed & created by you, or to teach an advertised class for which you have specific related experience/competence. Teaching certification is not required. Applicants are contacted as needed for an interview. Your proposal will be added to a database for consideration. Proposals are reviewed on a quarterly basis.