

## 2020 Course Outline Form

We are happy that you would like to instruct at Sunbury Shores Arts & Nature Centre (SSANC). To help ensure that all expectations are clear and met for your course(s), please fill in the following course outline for your upcoming class and return via email or mail. Keep in mind that our courses target rich content, active teaching models, and an innovative approach.

As an arts & nature centre, the integration of nature education, environmental awareness, or environmental conservation topics, is encouraged. We encourage you to make your course as green as possible, so please consider utilising reusable, recyclable or non-toxic materials where appropriate.

**If you have any questions or concerns, please do not hesitate to get in touch with us!**  
506.529.3386 or [director@sunburyshores.org](mailto:director@sunburyshores.org)

**Name:**

**Full Mailing Address:**

**Telephone** (home and cell):

**Email:**

**COURSE START/END DATES:**

**PROPOSED COURSE TITLE:**

*This course title should be engaging and exciting, while explaining what the course will entail.  
This title may be edited by Sunbury Shores.*

**Your Website:**

**Your Social media:**

**Time-frame for the Course** - Please indicate number of days/and times (inc breaks):

	DAYS					TIMES
<b>A. Short</b>	1 day	2 day	3 day	4 day		
<b>B. Weekend</b>	1 day	2 day	Inc Friday evening			
<b>C. 5 Day</b>	Weekdays					
<b>D. Week</b>	1 week		2 week			
<b>E. Regular</b>	---- days per week		---- evenings per week			
<b>F. Other</b>						

**Course medium(s):**

1. Please indicate the experience level needed for the course (you can circle multiple)
  - a. Beginner or Emerging (0-3 years)
  - b. Intermediate (equivalent to 3-5 years experience in medium)
  - c. Advanced (equivalent to 5+ years experience in medium)

2. Please indicate the age group for your course:
  - a. Child (min/max age):
  - b. Teen
  - c. Adult

\*If instructing youth, please provide a Background Criminal Record Check and Vulnerable Sector Check valid within the last two years. (If you don't have one, we can help you acquire one).

3. Please provide a 100-word description of the course. Include the basics of what will be covered in the course, the medium(s), and the content to be covered. *Try to make this description as engaging and enticing as possible, as it will be used for promotional purposes.*

4. For each day of the course, please outline the following: Course Activity indicates how the students will be participating that day (i.e copper plate etching or plein air painting). Key Concepts Explored indicates the content or topics outlined during the course, including terms, vocabulary, ideas. Skills Gained indicates techniques, materials, knowledge acquired.

Course Activity	Key Concepts Explored	Skills Gained
Day 1:		

Day 2:		
Day 3:		
Day 4		
Day 5		
Day 6		
Day 7		

1. Describe what materials (i.e those not provided by instructor) that students must bring for the course.
2. Describe what materials or equipment must be provided by Sunbury Shores.
3. Please email us **3-5 high quality images** for promotional purposes. We encourage you to send us images of your work to inspire students to join the course, as well as a headshot if possible so they can get to know you.
4. Please provide a biography (max 300 words) related to your artistic and professional experience/qualifications, written in the third person. *This biography will be used for promotional purposes.*

**CHECKLIST:**

Contact Info

Course title/description

Promotional info: Bio/images

Materials/equipment/resources required

Background Check's (if required for child/youth classes)

Please return this form via email to [director@sunburyshores.org](mailto:director@sunburyshores.org) or mail to:  
Sunbury Shores Arts & Nature Centre, 139 Water Street, St. Andrews, NB, E5B 1A7.