

**Martinsville Parks and Recreation
Class Instructor Written Interview**

Instructor's Name:

Date:

Address:

Phone:

Answer the questions as completely and thoroughly as possible. Use additional paper as needed. Typed answers are preferred. If using a computer just fill in the blanks

Title of Class:

Targeted Participants: (age, gender)

Number of Students in class: Minimum: Maximum:

What are the objectives of the class?

A list of skills, knowledge, and abilities the student can expect to learn by participating in your class.

Please explain the routine or activity structure you usually follow for each class meeting. Detailed outline of objectives to teach to implement the goals for the class.

Please write a sample of your lesson plan for one class meeting?

A detailed description of specific lesson activities you will teach to the students for practice and to perfect a new skill, ability, or knowledge.

Write a brief brochure description of the class you will instruct.

Write a sample of what you would like to see appear in our brochure. It should include the price of the class, how many class meetings, materials needed and supply fees if applicable. Most importantly, include the class objectives so our participants will know what to expect to gain as participant in your class.

List your qualifications and experience:

What hourly salary would best compensate you for your experience and abilities? _____ or Payment may also be in the form of a percentage per student. This makes the minimum # of students more flexible.

**Class fees are: 1. based on Instructor compensation, materials, & MPR expenses.
Fees = Instructor + Materials + MPR + minimum number of participants.
or 2. Based on a percentage of the number of students.**