



Thank you for your interest in hosting classes/workshops here at Rising Tide! We are excited to offer many fun and exciting classes in our community space. Our goal when offering a class is to educate our community and encourage people to use these newly learned skills in their everyday life. We encourage classes that teach people new skills, educate about food choices/waste, clever ways to reuse materials preventing them from going to the landfill or support wellness and selfcare. Let us help you figure out the best path to take in bringing these to the community.

### **Ways you can offer your class/workshop at Rising Tide**

**Rental Space-** We are happy to offer our community space as a rental for your classes. In this instance you are running the show entirely. You will have the ability to charge folks what you see fit for your class and you will keep all the money made from your event. You will be in charge of marketing your class and making any signage needed. Rising Tide will book the time slot for you and ensure that the space is clean and ready for use. Please see our community kitchen rental package for further details.

**Co-hosting-** If you are interested in hosting a class at Rising Tide but are not wanting to deal with all of the details of planning, we would love to co-host your event with you. In this instance we will handle all of the booking, marketing, promotions, payments, and planning of your class. We offer a \$50 gift card to Rising Tide for all instructors of co-hosted classes, this is payment for your time. This enables us to offer classes at a lower rate making them accessible to everyone. We offered to cover all materials used during the class.

**If this is the route you chose, we ask that you fill out the attached questionnaire.**

### **Policies and Procedures**

To ensure the safety of our instructors, participants and our co-op we ask that all instructors and participants read and review our class policies and procedures. Students are given a policies and procedures form to review and sign that covers registration and payment, parking, cancellations, release from liability as well as photography release permission. Instructors and participants are asked to sign this waiver only once and we will keep it on file for the year.

## Questionnaire for class Instructors/Hosts

1. What type of class are you interested in hosting?
2. What qualifying experience do you have in teaching this class?
3. Have you taught classes or workshops of this nature before?
4. What materials are needed that Rising Tide can provide? i.e. herbs, beeswax, essential oils, jars/containers for salves and tinctures etc.
5. Are there materials that students need to bring? i.e. knitting needles, jars to take home, products, etc.

6. What dates are you interested in booking?

*\*Please consult with our Outreach and Events Coordinator\**

7. Will participants of this class leave with something either they made, or you made? i.e. a salve, tincture, soap, etc.

8. Is this class kid friendly? What child age range may participate?

9. Do participants need any prior experience to take this class? If so, perhaps a beginner's class should be offered first.

10. What do you want participants to gain from this class? What is the ultimate goal?