

UNA Program Proposal Form

The University Neighbourhoods Association (UNA) is committed to providing inclusive and accessible recreational, educational and fitness programs to every member in the UNA Community.

If you would like to offer programs at Wesbrook Community Centre or the Old Barn Community Centre, please first read the **UNA Program Proposal Information Sheet**. When you are ready to submit a program proposal, please fill out this form and send it to programs@myuna.ca along with your resume and cover letter. Prospective instructors will be contacted for further discussion.

CONTACT INFORMATION

First Name: _____

Last Name: _____

Address: _____

Email Address: _____

Phone Number: _____

Instructor Biography (Please describe yourself and your instructional background in 4-6 sentences):

Website (optional): _____

Please attach your resume and cover letter to your submission email.

UNA Program Proposal Form

PROGRAM INFORMATION

Course Name: _____

Age Group / Range: _____

Class Day and Time Preference (eg Mondays 10:00 AM – 11:00 AM): _____

Number of Sessions Per Week: _____

Number of Sessions Total: _____

Program Description (300 characters max): _____

Minimum Group Size: _____

Maximum Group Size: _____

Expected Rate of Pay: _____

Recommended Registration Fee for Participants: _____

Room Requirements: _____

Required Equipment: _____

Signature: _____

Date signed: _____