



## Rhein Center Teaching Artist Overview 2025

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Each year, thousands of individuals of all ages learn and grow through the arts at the C. Kirk Rhein, Jr., Center for the Living Arts. Located in historic Epworth Lodge, classes in this large, open studio began in 1999, the result of a generous gift from the Rhein family and their friends in memory of their son, Kirk. With painting, ceramic, glass and sewing studios, the Rhein Center provides a wide variety of classes in fine arts, crafts, performing arts and special interest classes for students of every age throughout the summer. Select classes and workshops are also offered on fall weekends.

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### **CLASS DAYS & TIMES**

The 2025 summer season runs May 23-September 1. We are considering the following schedule:

#### **Peak Season (June 14 – August 8):**

- Monday through Friday:
  - 9-10:30am, 11am-12:30pm, and 1:30-3pm  
(These are the standard time slots; they may be shorter for young kids' classes or extended to accommodate more skilled classes.)
  - Open Studio 1:30-3:30pm

#### **Non-Peak Season (May 23 – June 13 & August 9 – Sept. 1):**

- Monday through Thursday:
  - 9-10:30am, 11am-12:30pm (no afternoon classes)  
(These are the standard time slots; they may be shorter for young kids' classes or extended to accommodate more skilled classes.)
  - Open Studio: 10am-1pm

#### **Please Note:**

- You may repeat a class during a given week, but it will be scheduled at a different time.
- Children's classes for ages 6 years and under should run approximately 45 min.
- Depending on the project, youth classes may be between 45 and 90 min.
- Adult classes should be at least 90 min. but not more than 3 hrs. per day.

## **COMPENSATION**

In exchange for providing high-quality professional instruction, the Rhein Center is pleased to offer the following benefits:

### **To earn a daily gate pass:**

For every 90-minutes of actual instruction time (not including class prep, set-up or tear-down), instructors earn:

- **(1) one-day gate pass** to Lakeside Chautauqua valid anytime during the 2025 season
- **50% off (1) one-day gate pass** valid anytime during the 2025 season
- **(1) one-day South Lot parking pass valid anytime during the 2025 season** (NOTE: Youth instructors do not receive a parking pass.)
- Opportunity to sell items at *Artists-n-Cahoots* (pending juried acceptance)

NOTE – the equivalent of a 90-minute class can be figured as:

- Two 45-minute classes earn 1 one-day gate pass
- One 3-hour class earns 2 one-day gate passes
- A 6-hour class spread over three days earns 4 one-day gate passes

### **To earn a weeklong gate pass:**

Instructors must offer nine hours of classes (the equivalent of six 90-min. classes) to earn a weeklong gate pass and one weeklong South Lot parking pass. Doing so also earns you a 50% discount off a weeklong pass that can be used during your stay or anytime during the 2025 season.

### **To earn free accommodations:**

**NEW THIS YEAR** – The former Artists' House is no longer available to Rhein Center Teaching Artists. Instead, four rooms at the Hotel Lakeside are available on a first-come, first-served basis. These rooms are on the second floor. Each has its own half bath, but they share a full bath with shower located down the hall. Two rooms have two twins each and two have one double bed each.

### **To earn free housing for a week:**

Instructors must teach a total of 15 hours of classes in one week (the equivalent of ten 90-min. classes) to earn free housing for a week, along with a weeklong pass (7 nights, 8 days), 50% off another weeklong pass, and one weeklong car pass.

### **To earn free housing for less than a week:**

New opportunity this year – You may earn free housing for less than a week, provided you teach at least 9 hours over three consecutive days. By doing so, you earn four nights lodging. Additionally, if you teach 12 hours over four consecutive days, you can stay five nights. A gate pass with auto pass and an additional 50% gate discount are provided for the length of your stay.

## Teaching Assistants

Passes and discounts are awarded to instructors only, not to their assistants. If an assistant is needed, our Rhein Center staff will be happy to help.

## Youth Instructors

The Rhein Center follows the definition of “Youth” as set by the Lakeside Board of Directors which is 13- to 21-years-old. Please note, Youth Instructors do not receive a parking pass.

## Teaching Agreement & Pass Distribution

A teaching agreement will be sent to all instructors ahead of the season detailing the days they will teach, the number of passes they will earn, and their agreed-upon reimbursement costs. Teachers who bank their earned passes will get vouchers for all their gate passes at the start of the season in one lump so they can use them early in the summer even if they teach late in August. Those needing a pass to enter the gates will be put on the complimentary pass list. Anyone who does not fulfill their contract yet uses passes they do not earn will have to teach without compensation the following year or they forfeit the opportunity to teach at the Rhein Center in the future.

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## NUMBER OF STUDENTS PER CLASS

Except for ceramics, glass and sewing, most Rhein Center teaching areas comfortably accommodate nine students. Project size and equipment requirements may decrease that number to seven. Your class size will be determined during your call with Jennifer after your proposal is received. ***You will be expected to have enough supplies to cover the class maximum.***

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## CLASS AGE RANGES

This year we’ve introduced set age ranges to assure that all ages are represented. Please mark the appropriate age range for each class proposal. Note: we require instructor approval before admitting students who don’t match the published age range for a class.

As you plan your classes please consider:

- We are always looking for classes that are suitable for kids 7 to 9 years old, as they are most often overlooked.
- What ages are appropriate for this project? (i.e., fine motor skills, ability to use equipment)
- Could the same project be offered to different age groups? How will you need to modify the project to be developmentally appropriate to different ages?
- Love working with all ages? Consider an intergenerational child + grown-up project.

**We are looking for fresh, high-quality classes appropriate for each age group to offer our guests this summer. If you have been teaching the same project for a couple of years, then now is the time to offer something new or adapt it for a different age group.**

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## **MATERIALS & REIMBURSEMENTS**

We have a wealth of materials at the Rhein Center and would be delighted for you to use them; doing so keeps costs down and class fees lower. Please contact Jennifer Wertz to discuss your material needs.

There's no need to keep receipts or turn in invoices for the materials you supply. Instead, you will receive an agreement before the season starts detailing exactly what you will be teaching and the cost you need to be reimbursed per student. Then, at the end of your teaching term (or monthly for those of you teaching all summer), you will be automatically reimbursed.

What this means – you must research the cost you expect to spend per student well in advance and provide that to Jennifer Wertz when you discuss your class proposals. This is important so that your reimbursement costs are included in your agreement.

When discussing your supply and reimbursement needs during your teaching artist call with Jennifer please consider the following:

- Be specific about the materials you are requesting from the Rhein Center. If not, you will have to use whatever we have available.
- The Rhein Center will NOT purchase supplies unique to your class. If you require a very specific item, you must purchase it yourself. That way you will have just what you need. Be sure to add such items to your reimbursement supply list.
- ALL reimbursements must be discussed with Jennifer in advance and included in your agreement. This will help us determine the class fee. **Class fees are set by Lakeside Chautauqua.**
- Reimbursements will not exceed the per-student cost agreed upon in your contract.

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## **CLASS PROPOSAL FORMS**

**Proposals are due by Monday, February 3, 2025.**

We have switched to a new platform to submit your proposals this year. You'll find it just as easy, if not easier than last year's. The difference is that this new format allows us to better collect and manage data, making the process more efficient. The link for this form will be emailed to you. Project photos will still need to be emailed. Please email them to our registrar, Kathy Mural at [kathym@lakesideohio.com](mailto:kathym@lakesideohio.com) with the subject line: "class photo."

We encourage everyone to get their proposals in by the deadline to give you the best possible chance to teach on the dates you are requesting. Any proposals that come in after this deadline cannot be guaranteed their preferred dates or a spot in the curriculum. Please call Jennifer Wertz or Kathy Mural with any concerns.

**LAKESIDE CHAUTAUQUA CONTACT INFORMATION**

**Jennifer Wertz, Manager – Rhein Center the Living Arts**

Email: [jennifer@lakesideohio.com](mailto:jennifer@lakesideohio.com)

Phone: 419-798-4461, ext. 347 (winter); ext. 276 (summer only)

**Kathy Mural, Registrar**

Email: [kathym@lakesideohio.com](mailto:kathym@lakesideohio.com)