

North Carolina Basketmakers' Association Convention 2016

Dear Prospective Teacher:

The 2016 NCBA Convention *Dream Weavers*, will be held in Durham, NC, March 17-20, 2016, at the Sheraton Imperial Hotel. We would be pleased to have you submit your work for consideration. Please read the information below concerning the submission of baskets. Of course, we would also like to invite you to participate in the convention as a student as well. You are welcome to register for classes, but be aware that the regular convention registration fees apply.

We are especially interested in baskets that have not previously been taught at NCBA. We are soliciting proposals for a large number of four (4) hour classes, an equal number of six (6) hour classes and eight (8) hour classes, a limited number of mini bonuses - one (1) to two (2) hour classes, and ten (10) hour classes. Please remember, if your submission is not YOUR original creation, obtain permission from the creator to teach the proposed basket and give credit. If the basket is a copy of an original, note that on the application.

Classes are scheduled to begin on Thursday afternoon and end on Sunday morning. Seminars and mini-bonus classes will be scheduled for Thursday or Sunday. Remember to make a note on the application if you cannot teach during a certain time period.

You must be a member of NCBA to teach. The pay scale for teachers for the 2016 Convention will be \$35.00 per class hour. There is no hourly payment made by NCBA for seminars and mini bonus classes. Class size will be limited to a maximum of twelve (12) and a NCBA minimum of six (6) students: *If your minimum student number is greater than six (6), note that number on the application.* When calculating the cost of the kit for each basket, remember that the cost of the class should only reflect the cost of the materials and kit preparation.

Instructors are required to give each student printed instructions or at least a materials list, lengths to cut, and any other printed information they would need when attempting the basket at a later time. With the exception of classes where material preparation is part of the learning experience, (e.g., splitting oak, shaving ribs, etc.) kits should be prepared for the students by the instructor. As much pre-cutting should be completed as possible, thus allowing more time for instruction in class to insure that the students complete their projects. *All teachers are responsible for any special equipment needed to teach the class or seminar (e.g., slide projectors.)*

You may submit as many proposals as you wish by completing one form for each basket or seminar proposed. Please sign and return the release at the bottom of the application. An attorney for NCBA prepared the release form. NCBA cannot accept responsibility for submitted baskets. All reasonable care will be given to each basket.

Baskets will be juried Saturday June 27, 2015. To allow ample time for photography, you will be notified of the status of your application by July 14, 2015 and your basket(s) will be shipped back to you no later than July 14, 2015.

Thank you for your attention to the many details involved in submitting a proposal. We are looking forward to receiving your submissions.

Ellen & Cathy

(Jury Use Only)

Proposal No. _____

Box No. _____

Check No. _____ Amount \$ _____

Basket # _____

Insurance Requested: Yes No Amount Requested \$ _____

Paid: Yes No

North Carolina Basketmakers Association Convention 2016
Dream Weavers 2016
Durham, North Carolina March 17- 20, 2016

--Teacher Application Form --

(Instructions: Please print or type all information. This form or copy (**no personally formatted proposal forms**) must accompany each proposed basket. Include three 4" x 6" glossy or matte color photos of each basket with each application. The photos should be duplicates, not different views of the same basket.

Name: _____ Member #: _____

Address: _____

E-mail(s): _____

Phone numbers: cell: _____ home: _____

Name of Basket/Seminar Topic: _____

Has this basket been taught at NCBA before? Yes No If yes, when was the last time? _____ (Yr)

Please use the following designations in determining experience level:

Beginner: Little or no weaving experience with the **material** being used.

Beginner/Intermediate: Still a beginner, but ready for something more challenging.

Intermediate: Skilled at basic techniques with material being used. Weaver has no trouble setting up bases, or twining, or over-under weaves or rims using the material of the class offered.

Intermediate/Advanced: Still an intermediate weaver but ready to try something more challenging.

Advanced: Have mastered all basic skills and ready to try new techniques, fibers, shaping, and creative methods.

All Levels: Class may contain students ranging from Beginner to Advanced skills. Teacher feels all students will have no difficulty in **completing project in allotted time.**

Experience Level for this Basket (Circle One only)

Beginner Beginner/Intermediate Intermediate Intermediate/ Advanced Advanced All Levels

Size of Basket: Width _____ Length _____ Height _____ Diameter _____

Minimum students required: _____ **Number of Class Hours:** _____ **Class Fee:** \$ _____

Weaving materials (not base) (**circle one**) Hardwoods Naturals Reed Other: _____

Will this basket be pre-started? Yes No Special embellishments/ extra fees: _____

Special Instructions (e.g., teaching in separate room, can only teach certain days): _____

Basket Description: Please provide a description, **65 words or less**, of the basket or seminar you are proposing. Be as specific as possible about what the students will learn in the class. Keep in mind that you may be teaching specific techniques that are not immediately apparent from looking at the sample basket. **Please include a list of special tools required of the student or additional costs (embellishments, starts, etc.) imposed on the student during class.** Be sure to tell us if the basket has historical significance. The coordinator reserves the right to edit your description.

Please send class descriptions by mail to Ellen Healy (address listed) or as a Word document attachment in an email to echealy@att.net. The email must be received between June 8th and June 19th. Put your last name and "Basket descriptions" as the subject of the email. Otherwise, use the form below.

Teacher's Biography: Please provide a biography, **85 words or less**. Coordinator reserves the right to edit biography.

Please send Biography by mail to Ellen Healy (address listed) or as a Word document attachment in an email to echealy@att.net. The email must be received between June 8th and June 19th. Put your last name and "Biography" as the subject of the email. Otherwise, use the form below.

Release

The undersigned does hereby release and discharge the North Carolina Basketmakers Association, Inc., from any and all claims, causes of action, and liability arising from damage, injury, or destruction to baskets owned by the undersigned which are stored for judging and photographed for brochure, while in the possession of the North Carolina Basketmakers Association, Inc., which will have possession of the baskets belonging to the undersigned which are the subject of the release as follows:

From June 8 thru July 14, 2015

The consideration for this release, waiver and discharge is the handling and storage and display and other utilization of such baskets belonging to the undersigned by the North Carolina Basketmakers Associations, Inc., without the charge of an additional insurance fee or premiums which otherwise would be required to cover liability of the North Carolina Basketmakers Association, Inc., to the undersigned for any damage, injury or destruction to the property of the undersigned.

Signed by Teacher: _____

Witness: _____ **Date:** _____

IF NOT SIGNED THE BASKET WILL BE RETURNED!!!

of baskets submitted: _____ X \$6.00 = \$ _____

Insurance (Optional): per box \$ _____ **= \$** _____

Check Total \$ _____

Baskets will be returned via United States Postal Service.

SEND baskets and proposals to:

Ellen Healy
8900 Jeanew Court, Raleigh, NC 27613
919.844.7277 echaley@att.net

Teacher's Proposal Check List and Shipping Notes

- To be eligible to teach you must be a current member of North Carolina Basketmakers' Association.
- Proposals and baskets must be received between **June 8, 2015 and June 19th, 2015.**
- Completed a separate proposal for each basket submitted by email to Ellen.
- Three glossy /matte 4" x 6" color photos must accompany each proposal/ basket
- Each basket must have a tag attached with the teacher's name and name of the basket.
- Completed teacher biography sent by email to Ellen.
- Completed Release Form to accompany baskets.
- If your submission is *not your original creation*, please obtain permission from the creator to teach the proposed basket and give credit in the basket description.
- Check made payable to **NCBA for \$6.00 per proposal** to cover the jury fee.
- Money to cover insurance if desired.
- Stamped, self-addressed 4 1/2" x 9 1/2" envelope if you wish a paper copy of notification.
- Completed return-mailing label for baskets.
- Pack your baskets sensibly for shipping. ***Use a sturdy box that can make two trips through the post.*** Use pillows made of plastic filled with plastic peanuts (NO LOOSE PEANUTS PLEASE,) old sheets or other material. Protect handles or other "free standing" parts with extra padding.
- Diagram of how baskets are packed to assist with repacking. Tape to inside lid of box.

Dates to Remember

June 8-19, 2015 - Mail baskets, photos, release forms and jury and insurance fees. Email proposals, basket descriptions, and biography to Ellen Healy (see contact information below).

June 27, 2015 – Jurying takes place

July 1-10, 2015 – Baskets returned and Notification of proposal status

July 31, 2015 – Contracts due

March 17-20, 2016 - NCBA Convention "Dream Wearers" in Durham, NC

Direct submission questions to:

Jury Chair - Ellen Healy
8900 Jeanew Court, Raleigh, NC 27613
echaley@att.net
919.844.7277

Or

Convention Coordinator - Cathy Lehman
convention@ncbasketmakers.com
919.510.6698