

Katie Lake, Jury Chairperson

Dear Prospective Teacher:

The **2020 NCBA Convention** will be held in Durham, NC, March 26 - 29, 2020, at the Sheraton Imperial Hotel. Classes will be scheduled to begin on Thursday afternoon and end on Sunday Morning. Seminars will be scheduled for Thursday or Sunday. Please make a note on the application if you cannot teach during a certain time period. *All teachers are responsible for any equipment needed to teach the class or seminar (i.e., slide projectors.)*

We are especially interested in baskets that have not been taught at NCBA previously. You must be a member of NCBA to teach. The pay scale for teachers for the 2020 Convention will be \$20.00 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 more than six (6), please note that number on the application.* 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, (i.e., splitting oak, shaving ribs, etc.) **kits should be prepared for the students by the instructor, with as much PRE-CUTTING done as possible, thus allowing more time for instruction in class and insuring that the students COMPLETE their projects.** THE COST OF THE BASKET CLASS SHOULD REFLECT THE COST OF MATERIALS AND KIT PREPARATION ONLY!

We are accepting electronic proposal submissions through a new process this year. If you have never been selected to teach at NCBA or have not taught for NCBA in the past five (5) years or you have previously taught at NCBA and are unable to submit an electronic proposal, you may submit the actual basket.

You may submit as many proposals as you would like by making copies of the application form and completing one form for each basket or seminar proposed. Also, please remember, if your submission is not **YOUR** original creation, please obtain permission from the creator to teach the proposed basket and give credit where it is due. If the basket is a copy of an original, please note that on the application. Please furnish as much information as possible regarding teaching objectives when writing basket descriptions. NOTE: Teachers who are submitting baskets for consideration are **not** involved in the final selection of proposed baskets.

We are soliciting proposals for a large number of four (4) hour classes, an equal number of six (6) hour classes, a limited number of mini bonus and seminars one (1) to two (2) hours, eight (8) hour classes, and ten (10) hour classes.

You can register for classes but please be aware that the regular convention registration fees will apply. Please sign and return the release form at the bottom of the application form. An attorney for NCBA prepared the release form.

Please include a check **made payable to NCBA** for **\$6.00 PER proposal, which will cover the jurying fee for mailed baskets** or for **\$15 for electronic submission** to Judy Wobbleton.

***Baskets submissions Must be RECEIVED NO LATER THAN JUNE 30, 2019**

(Jury Use Only)

Proposal No. _____

Box No. _____

Check No. _____ Amount \$ _____

Box Weight _____

Insurance Requested: Yes No

Amount Requested \$ _____ Paid: Yes No

“Weaving From The Heart”

North Carolina Basketmakers Association Convention 2020

Durham, North Carolina March 26 - 29, 2020

--Teacher Application Form --

*(Instructions: Please print or type all information. This form or copy (**no personally formatted proposal forms**) must accompany each proposed basket. Staple three 4” x 6” glossy or matte color photos of basket to right hand corner of form.*

Name: _____ Member #: _____

Address: _____

E-mail(s): _____ Phone Number(s) _____

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 Basket (*Circle One only*)

Beginner Beginner/Intermediate Intermediate Intermediate/ Advanced Advanced All Levels

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

Number of Class Hours: _____ **Class Fee:** \$ _____

This basket is constructed from: (circle one) Hardwoods Naturals Reed

Please provide a description, **65 words are less** of the basket or seminar you are proposing. Be as specific as possible about what the students will learn in the class. 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 cost (embellishments, starts, etc.) imposed to the student during class.** Please be sure to tell us if the basket has historical significance. (The coordinator reserves the right to edit your description. Please print legibly or type)

Teacher's Biography: (85 words or less. Coordinator reserves the right to edit bio. Please print legibly or type)

Teacher's Name (Please Print)

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 the 15nd day of June, 2019, to the 17th of July, 2019

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 PROPOSAL WILL BE RETURNED!!!

Please include a check **made payable to NCBA** for **\$6.00 PER shipped basket which will cover the jurying fee (and the additional money for insurance.)** Include with a stamped self-addressed envelope a completed returned shipping label and packing diagram. **MAIL TO: Janice Humphrey: 5859 Mack Simmons Road, Fayetteville, NC 2/8312**

If you have questions about this application or the convention, please contact:

Katie Lake katieolake@aol.com
Phone No. 252.975.4669

North Carolina Basketmakers Association Convention 2020

“Weaving From the Heart” Teacher’s Proposal Check List

- You must be a current member of North Carolina Basketmakers Assoc. to be eligible to teach.
- Proposals must be received between June 15th, 2019 and no later than June 30th, 2019
- Complete a separate proposal for each basket submitted, along with a description of basket in word form on a CD or email.
- If your submission is not YOUR original creation, please obtain permission from the creator to teach the proposed basket and give credit where it is due in the basket descriptive.
- Include a check made payable to **NCBA for \$6.00 per proposal** only if you mail us your baskets.
- Electronic Submission: Check payable to NCBA mail to Judy Wobbleton - **one-time jury fee of \$15.00**

Direct questions to: Katie Lake, 252.975.4669
EMail: katieolake@aol.com

Electronic Submissions

- Complete the Online survey. The link is on <http://www.ncbasketmakers.com/convention.html>
Your submission will serve as your release signature. The application must contain your email address and you will receive a copy of your form by return email, which you should review and make corrections as needed.
- Upload up to 4 different digital photos for each proposal. Your Bio only needs to be submitted with one submission or you may copy and paste the bio in each form.
- If you are submitting your baskets electronically there is a **one-time jury fee of \$15.00**.

Please make your check payable to NCBA and mail to:

Judy Wobbleton
1325 Oakview Dr,
Williamston, NC 27892

Basket Photos:

- Photo files must be named with the basket name. (There are a lot of photos with the same name i.e. IMG_12345.jpg)

[Example: Fall Foliage Basket 4]

The first photo that you upload will be the one used in the brochure.

Photos should be of high quality. Basket image should show the complete basket with blank space between image and edges. The background should be a plain solid color. No apples, coins, mugs, rulers, or other objects are to be used in the picture. Images need to be void of shadows on or around the basket.

Take photos with photography lighting or natural lighting on overcast days to avoid shadowing.

Electronic photo submissions must be in jpg format.

Sample Basket Submissions:

If you have never been selected to teach at NCBA or have not taught for NCBA in the past five (5) years or you have previously taught at NCBA and are electing to submit an actual basket, you are required to pay return shipping and insurance costs for your proposals.

- Attach an identification card with your name and basket name to each basket submitted.
- Provide at least 1 quality photo for each submission, but may provide up to 4 photos. On the reverse side gently write your name and basket name and indicate “For Brochure” on the back of the photo you want used in the in the convention brochure.
- Photos will not be returned unless you include a self-addressed stamped envelope with sufficient postage affixed.
- Pack your baskets sensibly for shipping. No loose peanuts please!

A “map” (taped to the inside lid of the box) of how baskets are packed in the box is helpful for repacking to return your baskets. If return shipping insurance is required specify the value for each sample basket on the proposal form and include total return insurance amount along with return shipping amount in your check