

Want to run your own program?

The Derry Parks & Recreation Department is always eager to work with community residents to establish new and exciting programs that meet the needs of our diverse community. The key to program success is based on our quality instructors and their dedication, enthusiasm and knowledge. If you have a specific interest, hobby or expertise you would like to share please complete the below form and email to melindamafera@derrynh.org *Please no phone calls.

CLASS PROPOSAL FORM

Instructor Name:			
Certifications and Experience:			
Business Name (Title of Program, if any):			
Address:	City:	State:	Zip:
Home/Cell Phone:		Website:	
E-Mail:			
Class Description:			
Age range for participants:			
Minimum # of Students		Maximum # of Students	
Preferred Class Day (i.e., Monday):			
Preferred Time of Day:		Number of Weeks	
Proposed Length of Class (hours):		Proposed Instructor Fee (if any):	
Please Attach Any Additional Materials.			
Will a registration fee be required? (yes or no)		If yes, how much?	

By completing this form, you express your understanding that while the Derry Parks & Recreation Department would like to develop all new program ideas and suggestions, there is no guarantee that the Derry Parks & Recreation Department will be able to move forward with your proposal for reasons including but not limited to duplication of services. Likewise, by submitting a program proposal does not obligate you or the Town of Derry to accept you as an Employee, a Volunteer, or a Representative of the Town of Derry Parks & Recreation Department. All perspective employees and volunteers will go through an extensive background screening process to ensure the safety of the community. All program/class suggestions will be kept on file for up to three months.

Name Printed

Signature

Date