

## NEWS RELEASE

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### City seeking Parks and Recreation program proposals

*Deadline approaching for the upcoming Fall/Winter Activity Guide*

#### Summary

The City of Nanaimo's Parks and Recreation Department is inviting community members to showcase their skills as an instructor in the upcoming Fall/Winter Activity Guide. Program proposals for a variety of areas, including dance, cooking, language, arts and crafts, music, outdoor recreation, and more are now being accepted. Programs may be designed in any category and for any age group, however applicants are encouraged to review the current Activity Guide in an effort to avoid duplication of currently scheduled classes. Applicants can now complete the process, including attaching their resume and other relevant certifications, in an easy to use, one-step online form.

*Strategic Link:* Social Equity and Cultural Vitality pillars by enhancing diverse, inclusive programming in the Activity Guide.

#### Key Points

- The next deadline for program proposal forms is Friday, April 26th at 4:30pm. Submissions received by this date will be considered for the upcoming Fall/Winter Activity Guide.
- The program proposal process has now moved to an online form. Supporting documents can be uploaded as attachments, making the process more streamlined than ever.
- Proposals should include all details requested on the form, as well as an up-to-date copy of your resume (noting any teaching experience) and relevant awards/certificates.
- Potential instructors are encouraged to read the Frequently Asked Questions (FAQ) sheet that is included with the form to better understand the process.

#### Quotes

"Over the years, some of our most unique and interesting programs have been a direct result of the program proposal process. We know there are many skilled and talented individuals in Nanaimo, and we invite you to share your passion with the broader community."

Megan Lum  
Recreation Coordinator  
Parks and Recreation

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