

Costs for workshop tutors and participants

HANDWEAVERS, SPINNERS AND DYERS GUILD OF TASMANIA INC (HWSDG)

In order to encourage the learning and development of new skills for members, the HWSDG plans and offers workshops for members and non-members subject to availability. Learning can occur through informal attendance on meeting days or through planned classes and groups.

Currently, there are regular meeting days for Guild members throughout the state. In addition there are some special interest groups, for example weaving, felting as well as others. Experienced members who share their expertise, but who are not paid for their role, facilitate these sessions. This includes assisting new members to develop skills associated with HWSDG. Members can attend at any time and no enrolment is required. There is a nominal charge to cover tea, coffee and insurance.

Courses and workshops are organized and facilitated by paid tutors. Participants need to enrol in these and pay the required fee. These workshops are conducted as revenue neutral. Participants' fees cover the costs for the tutor and venue if required. Some workshops may have more participants than the required costs but the fees will remain the unchanged. This will enable other workshops that may not have quite enough participants to meet break-even costs to go ahead.

In discussion at current committee meetings, it was acknowledged that there is a need to respect the expertise of all tutors whether they are experienced Guild members or outside tutors and the preparation time required for each workshop. In the past some Guild members have been tutors but have not been paid. The Committee agrees that all tutors should be paid per face to face teaching hour that includes acknowledgement of preparation time.

The fees have been set at:

Tutors: \$50* per hour

Participants: \$10 per hour (members); \$15 per hours (non members)

Workshops of longer than four hours duration will have a designated meal break as well at morning/afternoon tea equivalent to 1 hour. This will not be paid time for tutors or charged to participants. For example – a workshop runs from 1000 to 1600 (6 hours) but the time paid/charged is 5 hours to allow for the breaks.

Most workshops will have a minimum of 5-6 participants depending on duration, and maximum of 10-12 according to the preference of the tutor and the space available in the location used.

The fee structure will be reviewed ever 2 years. (due September 2018)

*(This may vary when a tutor is from interstate or overseas and has set fees for conducting workshops, or travel costs to be met)

This fee structure has been developed following Benchmarking with NSW Handweavers and Spinners Guild June 2016. Prepared by J.Brammer , Projects Officer, *endorsed by HWSDG Tasmania Inc. 8 September 2016*