



Rhein Center Teaching Artist Overview 2026

Each year, thousands of individuals of all ages learn and grow through the arts at the C. Kirk Rhein, Jr., Center for the Living Arts. Located in historic Epworth Lodge, classes in this large, open studio began in 1999, the result of a generous gift from the Rhein family and their friends in memory of their son, Kirk. With painting, ceramic, glass and sewing studios, the Rhein Center provides a wide variety of classes in fine arts, crafts, performing arts and special interest classes for students of every age throughout the summer.

CLASS DAYS & TIMES

The 2026 summer season runs longer than usual – 15 weeks – from May 22-September 7. Our operating hours will follow the schedule we had last summer with reduced hours in the first and last three weeks of the season.

Peak Season (June 13 – August 14):

- Monday through Friday:
 - 9-10:30am, 11am-12:30pm, and 1:30-3pm
(These are the standard time slots; they may be shorter for young kids' classes or extended to accommodate more skilled classes.)
 - Open Studio 1:30-3:30pm
- Saturday:
 - Open Studio 9:30am-12:30pm
- We will be CLOSED on July 4th

Non-Peak Season (May 22 – June 12 & August 15 – Sept. 7) – the first and last three weeks:

- Monday through Thursday: (NO Friday classes)
 - 9-10:30am, 11am-12:30pm (NO afternoon classes)
(These are the standard time slots; they may be shorter for young kids' classes or extended to accommodate more skilled classes.)
 - Open Studio: 10am-12pm
- Saturday:
 - Open Studio 9:30am-12:30pm
- We will be OPEN on Memorial Day for Open Studio, 10am-12pm and CLOSED on Labor Day.

COMPENSATION, LODGING & PASSES

NEW FOR 2026, Rhein Center instructors will no longer be compensated with gate passes and lodging. Compensation will be made in monetary payments.

All Rhein Center teaching artists will be paid \$30 per hour of instruction time which means our standard 90-minute class session will earn you \$45.00.

Gate passes and housing will no longer serve as payment. Teaching Artists residing outside the gates will be given entry and parking for the duration of their classes only (including set-up and clean-up time). Those of you who vacation at Lakeside while teaching at the Rhein Center will be responsible for purchasing your gate and parking passes as well as securing accommodations. Hotel lodging will be available at a discount but will not be offered free as part of a compensation package. We are working on some alternative group housing solutions for those who require lodging, but we cannot guarantee anything at this time other than a 20% discounted hotel rate.

TEACHING AGREEMENT

A teaching agreement will be sent to all instructors ahead of the season detailing what they will teach, the days they will teach, the wages they will earn, and their agreed-upon reimbursement costs. This agreement must be signed and accompanied by a new W-9 before classes begin. ***No payments will be made without receipt of this signed agreement and new W-9.***

NUMBER OF STUDENTS PER CLASS

Except for ceramics, glass and sewing, most Rhein Center teaching areas comfortably accommodate nine students. Project size and equipment requirements may decrease that number to seven. Your class size will be determined during your call with Jennifer after your proposal is received. ***You will be expected to have enough supplies to cover the class maximum.***

CLASS AGE RANGES

This year we're continuing to use set age ranges to assure that all ages are represented. Please mark the appropriate age range on the drop-down list for each class proposal you submit.

As you plan your classes please consider:

- Children's classes for ages 6 years and under should run 45 min.
- Depending on the project, youth classes may be between 45 and 90 min.
- Adult classes should be at least 90 min. but not more than 3 hrs. per day.
- We are always looking for classes that are suitable for kids 7 to 13 years old, as they are most often overlooked.

- Consider what fine motor skills or equipment safety concerns affect the age range.
 - Could the same project be offered to different age groups? How will you need to modify the project to be developmentally appropriate to different ages?
 - Love working with all ages? Consider an intergenerational child + grown-up project.
-

NEW THIS YEAR: Age Calculation for Registration

In previous years, a participant was eligible to enroll in a class if they met the minimum age requirement for a class on the start date of the class (determined by their birthdate). It is not uncommon for a parent to request an exception for a child whose birthday is close to the class date and, in most cases with your approval, we honor those requests. This leads to a series of calls/e-mails and a "back-end" registration by staff.

To minimize these requests, and make it easier for parents, this year we will allow a participant to enroll in a class if they meet the minimum age requirement for a class by Labor Day. As an example, that means a child who will turn 10 in August can enroll in a class in June where the minimum age is 10. We anticipate this will make happier customers and be more operationally efficient.

NEW THIS YEAR: Pre-Planned Proposals

We always welcome the creativity you put into planning new classes. This year, in addition to your unique projects, we are offering you an opportunity to teach pre-planned projects that require no research or development on your part. Designed to utilize existing materials, you may select from a list of almost 40 projects. You can modify them to make them uniquely yours or use them as they are. We'll even supply you with instructions and a photo sample. (But you will need to practice making a real sample yourself.)

A complete list of available pre-planned projects is compiled in a separate attachment. You'll also find the list in the class proposal form. To indicate your interest in this option, on the proposal form check off the projects you might like to teach. Please understand though that just indicating that you want to teach a specific pre-planned project does not mean you're guaranteed to teach it. In fact, we recommend you select as many of the classes you think you would enjoy teaching. Depending on interest and available supplies, some of these might be offered just once or twice, while others might be offered all summer. It may be that multiple teachers will teach the same pre-planned project throughout the summer. Be aware that checking numerous classes does not commit you to teaching them all, it merely expresses your interest in possibly teaching them. Only after talking with Jennifer Wertz during your artist talk will projects be assigned.

Of course, you don't have to teach any of these pre-planned projects, or you can mix it up and teach classes you propose along with some pre-planned ones. They are offered as an

alternative to save you time and utilize current supplies. We still look forward to your creative ideas for class projects!

MATERIALS & REIMBURSEMENTS

We have a wealth of materials at the Rhein Center and would be delighted for you to use them; doing so keeps costs down and class fees lower. Please contact Jennifer Wertz to discuss your material needs.

There's no need to keep receipts or turn in invoices for the materials you supply. Instead, you will receive an agreement before the season starts detailing exactly what you will be teaching and the cost you need to be reimbursed per student. Then, at the end of your teaching term (or monthly for those of you teaching all summer), you will be automatically reimbursed.

What this means is that you must research the cost you expect to spend per student well in advance and provide that to Jennifer Wertz when you discuss your class proposals. This is important so that your reimbursement costs are included in your agreement.

When discussing your supply and reimbursement needs during your teaching artist call with Jennifer please consider the following:

- Be specific about the materials you are requesting from the Rhein Center. If not, you will have to use whatever we have available.
 - The Rhein Center will NOT purchase supplies unique to your class. If you require a very specific item, you must purchase it yourself. That way you will have just what you need. Be sure to add such items to your reimbursement supply list.
 - ALL reimbursements must be discussed with Jennifer in advance and included in your agreement. This will help us determine the class fee. ***Class fees are set by Lakeside Chautauqua.***
 - Reimbursements will not exceed the per-student cost agreed upon in your contract.
-

CLASS PROPOSAL FORMS

Proposals are due by Friday, January 30, 2026.

We are using the same system for collecting your proposals and entering the data. The link for this form will be emailed to you. Project photos will still need to be emailed to our registration coordinator, Kathy Mural, at kathym@lakesideohio.com with the subject line: "class photo."

We encourage everyone to get their proposals in as early as possible - no later than the deadline - to give you the best possible chance to teach on the dates you are requesting. Any proposals that come in after this deadline may not receive their preferred dates or a spot in the curriculum. Please call Jennifer Wertz or Kathy Mural with any concerns.

LAKESIDE CHAUTAUQUA RHEIN CENTER CONTACT INFORMATION

Jennifer Wertz, Manager – Rhein Center for the Living Arts

Email: jennifer@lakesideohio.com

Phone: 419-798-4461, ext. 347 (winter); ext. 276 (summer only)

Kathy Mural, Registration Coordinator

Email: kathym@lakesideohio.com