



Benefits to Becoming a Program Instructor

There are many reasons to work as a Program Instructor with the Parks and Recreation Department with the Carlisle Borough. As an independent contractor, you will reap the benefits of sharing your skills with the community, whilst working a schedule that suits you and your lifestyle; this is a great opportunity to work your magic. If you have the expertise to teach a sport, craft, or hobby, we want to hear about it!

What Carlisle Parks + Rec offers?

- ✓ Provide staff to open and close the building and ensure the overall supervision of the facility.
- ✓ No facility overhead (no rent, utility fees, wi-fi, etc.)
- ✓ Coordinate facility logistics (table and chair setup, AV equipment, signage).
- ✓ Great parking at the Stuart Community Center and many of our park spaces
- ✓ Complete in person and over the phone registration for your programs 8:00am-5:00pm, Monday – Friday
- ✓ Provide online registration 24/7, class rosters, and attendance sheets using ActiveNet
- ✓ Handles registration, payment, and signed waivers
- ✓ Provide liability insurance coverage under the Carlisle Borough's policy
- ✓ Create and distribute marketing (Digital and Printed Publications) for recreation programs.
 - Market Reach:
 - Facebook followers – 5,100 +
 - Instagram followers – 1,480 +
 - ActiveNet database – 7,500 email addresses
- ✓ Professional website www.CarlislePA.org/REC
- ✓ Support staff to help you with your programming needs

What are the perks of being a Program Instructor?

- ✓ Be your own boss and help decide your program fees
- ✓ Create your own work schedule
- ✓ Share your knowledge and teach others
- ✓ Contracts are percentage based; not a fixed hourly wage, so your earnings go up with the number of participants

Submit a "Program Proposal Form" today!
Call (717) 243-3318 or email parksandrec@carlislepa.org for more information.