



Adult Enrichment Instructor Information

Thank you for your interest in teaching a class through Minneapolis Community Education.

Background:

Community Education, a department of the Minneapolis Public Schools, includes General Adult Education, After School Enrichment Programs (ASAP), Minneapolis Kids School Age Childcare, Adult Basic Education/Literacy and Volunteer Services

Community Education is an opportunity for local citizens, schools, agencies, and other institutions to become active partners in addressing education and community concerns in an efficient and cost-effective manner. We believe that:

- Education is a lifelong process;
- Everyone in the community – individuals, businesses, public and private agencies – shares responsibility for the mission of educating all members of the community; and
- Citizens have a right and responsibility to be involved in determining community needs, identifying community resources, and linking those needs and resources to improve their community.

General Adult Education Program:

Adult classes are typically scheduled in fall, winter and spring, with each quarter running from 6 to 8 weeks. Classes may be scheduled for one evening or many, depending on what you plan to teach. Some sites also offer Saturday programming. Coordinators are happy to help with planning.

Once the Class Description Information form is received, it will be forwarded to the coordinator(s) in the location(s) you have selected. The coordinator(s) will evaluate the course proposal by the level of interest they feel it will generate, the courses they already offer, the space and the time/space they have available. They will contact you if the course will fit their current programming needs.

Planning Cycle:

Fall Quarter (*begins first full week of October*) – courses are planned the preceding spring

Winter Quarter (*begins 3rd week of January*) – classes planned in Sept-Oct

Spring Quarter (*begins 2nd week of April*) – classes planned in Dec-Jan

Minneapolis does not offer summer classes for adults.

Mail completed applications to:

GAE Teacher Application
Attn: Maggie McEvoy, 4th Floor
Minneapolis Community Education
1006 West Lake St
Minneapolis, MN 55408

Or fax applications to: (612) 668-3945, Attn: Maggie McEvoy