

# GUILDERS WEAVE 2022 - CALL FOR TEACHERS

We are happy to announce that the Tidewater Basketry Guild's **GUILDERS WEAVE 2022** is scheduled for Thursday, January 13 through Sunday, January 16, 2022 at the **Newport News Marriott City Center** in Newport News, Virginia! We would be very pleased for you to consider submitting basket class proposals for the weekend event! Please review the following class submission information.

Our event is structured to schedule classes on Thursday evening (from 1 and up to 4 hours), Friday during the day (up to 8 hours), Saturday during the day (up to 8 hours) and Sunday morning (4 or 6 hours). A Teachers' Marketplace is on Friday evening and our banquet dinner is set for Saturday evening.

If you are **unavailable on any given day**, please make a note on your application.

***We offer teachers the opportunity to send proposals via electronic submission.***

***Or***

***You can send baskets for the panel to see your work, this is an option as well.***

**Please note that there are 2 sets of instructions for proposals depending on the method of submission.**

We will **begin** accepting baskets for jurying (both via mail and electronic) on **June 1, 2021**. **DEADLINE FOR RECEIVING PROPOSAL PACKAGES IS June 11, 2021.** Jurying will occur June 19, 2021. Packages will be returned as soon as possible following jury completion. Notifications will be sent no later than June 30th.

## **TO SUBMIT A PROPOSAL:**

Complete a **Teacher Application** form for **each** basket you wish to submit for jurying. You may submit any number of baskets. By submitting a basket for consideration, you agree that you either have permission to teach that pattern or are teaching your own pattern.

As the instructor, you determine your class fee. The fee should take into consideration materials and related expenses. Your stated class fee is the **final (tuition + materials) amount** the student is expected to pay for that class. Classes will be limited to 10 students per class.

Please be as accurate as possible in stating your *total* class time requirement. A 4-hour class should be **completed** within the scheduled 4 hours – students leave with baskets finished (or nearly so). **If you submit a basket that cannot be finished within a class period, please clearly explain that on the application.**

Identify any *special* tools or *specific requirements* for your class. Include this on the form, along with a **SHORT** class description. Also indicate your best estimate of the skill level required for that class.

If you will be offering extra embellishments at an additional cost, please include this information in your descriptions. We also ask that you send the basket without these extras. Students need to see what they will actually complete in class for the fee they pay.

## TO SUBMIT A PROPOSAL ELECTRONICALLY:

- Complete the application as described in the *Submit A Proposal* section above and sign the release by typing your name on the signature line. The GW22 Teacher Application can be saved as a form that you can type directly on, save and return via email. Your email message with the attached application will serve as your release signature.
- The basket description can be added with a Word attachment. Please include descriptions of the materials used, techniques introduced, special tools needed and any special notes that might help more accurately describe the basket.
- **A total of 8 electronic proposals may be submitted for consideration free of charge.** If you wish to submit more than 8 proposals, please include \$5.00 for each additional proposal exceeding that limit. \*With each proposal, please provide 3 – 4 high resolution photos which include the front, bottom, side, and any special technique detail.
- The application file name must contain your name, basket name and word “Application” with a hyphen separating each. [Example: Sally Smith –Fall Foliage Basket –Application]
- Photo files must be named with your name followed by the basket name with a numeric sequence (1-4) for each photo view with a hyphen separating each. [Example: Sally Smith –Fall Foliage Basket – 2] After the file naming sequence, indicate “GW” for the photo to be used in the convention brochure. [Example: Sally Smith –Fall Foliage Basket –4-GW]
- The file for your brief Bio for the convention brochure should be named with your name followed by a hyphen and the word “Bio”. [Example: Sally Smith –Bio]
- Attach application and up to 4 digital photos for each proposal in separate email messages. Email submission with a subject line using your “Name”: and basket name to [sybs245@gmail.com](mailto:sybs245@gmail.com). Your Bio only needs to be included with one submission.

## BASKET PHOTOS:

Photos should be of high quality. Basket images should show the complete basket with blank space between image and edges. The background should be a plain solid color. No apples, coins, mugs, rulers, or other objects are to be used in the picture. Images need to be void of shadows on or around the basket. Take photos with photography lighting or natural lighting on overcast days to avoid shadowing. Electronic photo submissions must be high resolution of 600 dpi or more and in **jpg format**. Electronically transfer images using a program that does not compress files.

***If you do not have confirmation that your electronic proposal has been received within 2 days of sending it, please contact Sybil by email or phone. Each confirmation will include the total summary of what has been received.***

## TO SUBMIT BY MAIL

Attach your name to each of your baskets with a **removable tag**. They may be submitted together in one or more boxes. Indicate on the application form **the total number of boxes** you are submitting.

If you send more than one basket per box, please include a “packing map” in the box.

**Please, do NOT use small, uncontained packing pieces (foam peanuts, etc.)!**

In a separate envelope mail:

- **Applications and Waiver.**
- **A completed insurance form for each box, including the value of your baskets, for the return mailing.**
- **A check made payable to TBG for the cost of specified insurance per box.**
- **A return mailing label for the packing box/boxes.**

SHIPPING METHOD: We will ship back to you by the USPS. Your baskets will be returned to you as soon as possible following the selection process.

When your box is complete and ready, send it and your separate envelope (see above) to:

Sybil Magrill  
3612 Mill Bridge Way  
Chesapeake, VA 23323

## IF YOUR PROPOSAL IS SELECTED:

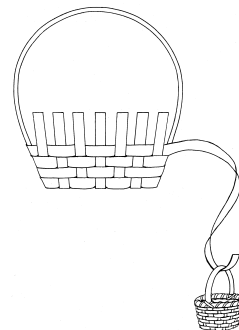
We will send you notification along with a Teacher Registration form to complete and return, and further information about the venue, our Teachers’ Meeting and the Marketplace. Your registration fee will be \$100, which includes your lunches on Friday and Saturday and the banquet dinner on Saturday evening. Please do not send the registration fee until we mail you the registration form.

**Questions???**

**Call or text Sybil Magrill at 910-478-5444**

**Or email at [sybs245@gmail.com](mailto:sybs245@gmail.com)**

**\*\*Please leave a message if there is no answer. \*\***



# GUILDERS WEAVE 2022

(Thursday evening, January 13 through Sunday afternoon, January 16, 2022)

## TEACHER APPLICATION

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone(s): Day (\_\_\_\_\_) \_\_\_\_\_ Email Address: \_\_\_\_\_

Evening: (\_\_\_\_\_) \_\_\_\_\_

Check one: This is my own basket pattern \_\_\_\_\_ or, I have permission to teach this basket \_\_\_\_\_  
This IS \_\_\_\_\_ IS NOT \_\_\_\_\_ the first time I have taught this basket.

Basket Name: \_\_\_\_\_

Completion Time: Students:

4 hrs \_\_\_\_\_ Min #: \_\_\_\_\_

6 hrs \_\_\_\_\_ Max # 10

8 hrs \_\_\_\_\_  
Other \_\_\_\_\_ CLASS FEE: \$ \_\_\_\_\_

Basket Dimensions: L \_\_\_\_\_ W \_\_\_\_\_ H \_\_\_\_\_

### Skill Levels: (Check one)

\_\_\_\_\_ **Beginner** (Little to no weaving experience with the material being used.)

\_\_\_\_\_ **Beginner/Intermediate** (Still a beginner but ready for something more challenging.)

\_\_\_\_\_ **Intermediate** (Skilled at basic techniques with material being used.)

\_\_\_\_\_ **Intermediate/Advanced** (Still an intermediate weaver but ready to try something more challenging.)

\_\_\_\_\_ **Advanced** (Master of all skills and ready to try new techniques, fibers, shaping and creative methods.)

## PROPOSAL, CLASS DESCRIPTION AND TEACHER BIOGRAPHY

**EMAIL to [sybs245@gmail.com](mailto:sybs245@gmail.com)**

- a **Word attachment** providing a short basket description which includes materials used, techniques introduced and special tools/requirements for each basket submitted.
- Include any additional notes to more accurately describe the basket
- 3 – 4 high resolution photos which include the front, bottom, side, and any special technique detail.
- A brief teacher biography of 75 words or less.

## GUILDERS WEAVE 2022 WAIVER

I \_\_\_\_\_, hereby release the Tidewater Basketry Guild from any claims resulting from the damage or destruction to these baskets owned by me during the period June 1, 2021 through June 20, 2021. I understand that all reasonable care will be given to my baskets. They will be judged and, if accepted, photographed for a brochure announcing the Guilders Weave 2022 event occurring January 13-16, 2022.