

Before completing the Expression of Interest Form to teach at Estuary Arts Centre please read through the FQA's.

Frequently Asked Questions?

Q: I teach at Mairangi Arts Centre (MAC) can I teach at Estuary Arts Centre (EAC)?

A: Yes you can. MAC and EAC are part of the same Local Board area and share a lot of the same clientele, we have an agreement to make our programmes complimentary. We would encourage you to design a different course from you MAC course to teach here at EAC.

Q: I teach at my own studio in Whangaparaoa but would still like to be involved in the EAC programme, Can I still do this?

A: Yes you can. You may need to consider offering a different type of class from the one you are already offering from your home studio so you do not dilute your potential student pool. If your student numbers are growing and you are needing a larger studio from which to teach, then our space will be ideal. You would fit into Tier 1 and be contracted for services to teach a class under the EAC education umbrella.

Q: I want to organise my own regular art class at EAC and take my own bookings? Can I do this?

A: No, because we need to run 'one' arts programme using one booking and tracking system. It becomes very difficult to manage customer inquiries and multiple bookings if we have numerous systems. The public / our clients will view EAC as one entity and moving forward should programme accordingly. We would also ensure that we have appropriate policies in place to manage student dissatisfaction, processes for refunds or transferring students to a more appropriate class etc. All tutors dealing with children will need to go through NZ Police Vetting.

Q: I am the president of the Society of NZ Weavers. We would like to run an exhibition and a three day series of workshops and events. Can we do this at EAC?

A: Yes you can. You would fit into Tier 2 and we would offer your Society our community/NFP rates and your committee would hire the space and plan your programme. Your Society would need to take care of the logistics of your seminar, including advertising and the student bookings. EAC would be pleased to assist your group to promote your event.

Q: We are Framework Trust and specialise in adult mental health, we run numerous outreach art and well-being programmes and are looking for space to run a programme to service our clients on the Hibiscus Coast. Can we hire space?

A: Yes you can. You would fit into Tier 2 and we would offer your group our community/NFP rates. We would prefer to lock you into a time and book you for the entire year.

Q: I would like to hire the space for a private book launch? Can I do this

A: Yes you can. You would fit under Tier 3 and hire the venue. Terms and Conditions apply.

Q: I am an arts therapist and need a venue that can accommodate people with disabilities and clients using wheel chairs? How many people can your venue safely accommodate?

A: You can hire our Studio 1 for your purposes and safely accommodate up to 20 clients in wheelchairs. You would fit into Tier 2 and we would offer your group our community/NFP rates. Because you would be offering a speciality service EAC would help to promote your classes but would not be responsible for bookings and class payments.

Q: I am a dance and movement teacher. Could I use your venue?

A: Yes you can. You would fit under Tier 3 and hire the venue. We anticipate that when our venue is not being used directly for visual arts programmes is made available to other community groups to offer a range of different health and wellbeing services. EAC would help to promote your classes but would not be responsible for bookings and class payments.

Q: If I am a tutor teaching in the EAC programme how do I get paid?

A: Tutors who teach one-off workshops will provide EAC with a Tax Invoice on completion of the course (must include name of tutor, name of organisation, details of class and hourly rates + materials if necessary). For longer classes tutors invoice EAC monthly. Tutors will be paid on the 15 of each month into the Tutors nominated bank account. If Tutors are GST registered they can include GST on their invoice. Tutors are independent contracts responsible for their own GST or personal tax.