



Dear Interested Instructor:

Do you have a special talent or skill you are interested in sharing? Beaumont Parks and Rec is looking for new instructors for year-round programming for all ages! The City of Beaumont is dedicated to building strong communities through recreational and enrichment opportunities. We utilize independent contract instructors to provide recreational services to our community that are designed for preschoolers, school age children, teens, adults, seniors and families.

The City will promote all contract service classes on the following publications:

- City webpage (i.e. RecDesk)
- Fliers at front desk
- Social Media platforms
- Future recreation guides

The Beaumont Parks and Recreation Department will accept and process registrations for all classes. Registration is accepted on a first-come/first-served basis. Instructors are contract employees, who must comply with all applicable laws and regulations, such as:

1. Instructors must provide a social security number or obtain a Federal Tax Identification Number. A Form 1099 will be provided to the instructor at the end of the year.
2. Instructors must include their proposals any charges to students for supplies or require students to obtain their own supplies from a list provided by the instructor.
3. Instructors must be fingerprinted through the City of Beaumont's designated vendor at the Instructor's expense. This includes any instructor/assistant/person that will be involved in the instruction of the classes offered through the CSD.
4. Provide a valid City of Beaumont business license. (Not applicable for online classes)

Compensation for instructors teaching at a City-provided facility or park is based on 70% of the registration received for the class. It is in the best interest to assist the department in getting students for your class, as your compensation is based on the number of students enrolled.

If interested, please complete the attached class proposal application form, and submit applications to the recreation department via email to [parks@beaumontca.gov](mailto:parks@beaumontca.gov). Should you have any further questions, please contact us at (951) 769-8524.

Sincerely,

Ashley Starr  
Recreation Manager