

Permaculture through the Seasons! 2012

Paying for the Course

Tuition is payable in full at the time of registration. The course does not extend credit to participants. Several work/study half-trades are available, based on skills and need.

Suggestions for financial assistance:

Apply for the work/study staff by 2/1/12 (details below).

Ask friends and family to help with tuition, perhaps as a holiday or birthday scholarship fund or in trade for your future Permaculture expertise.

Apply to the Permaculture Credit Union for a low-interest loan. The PCU was founded in part to help people study permaculture. By faxing the required information, applicants can receive a PCU student loan in as little as a day. For details, call toll-free (866) 954-3479 or go to www.pcuonline.org.

Work/Study Staff

A student support team will handle many course logistics. The lead instructors will interview applicants and select staff based on level of interest, skills, financial need and time availability. Descriptions of work/study staff positions are below.

Time commitment: Approximately 4 hours per month, generally not during class.

Application schedule: Applications must be received **by 2/1/12**. Instructors will interview applicants and select staff by 2/10/12. The staff will hold a potluck before the course begins.

Payment schedule: Half of the course tuition is due at the time of application. Any applicants not selected for the staff can receive a full refund of their pre-paid tuition. Or they may choose to pay the second half of the tuition by 2/25/12 and attend the course.

To apply, please mail to the address on the registration form:

- * Course REGISTRATION FORM
- * HALF PAYMENT for the course
- * A one-page APPLICATION (NOT on the back side of your registration form) with:
 - Your contact information
 - Which work/study positions you are applying for (apply for ALL that you qualify for)
 - Your qualifications and experience
 - Your time availability
- * On the back of your one-page application, please submit a SHORT ESSAY on why you are interested in taking this course

Work/Study Job Descriptions

We are looking for a dynamic, flexible and committed team that will support the instructors in helping the course to run smoothly. Taking initiative, responding promptly to communications, completing work on a timely basis, and some flexibility help us to ensure the success of the course.

In addition to the responsibilities described below, the work/study staff will set up the classroom at the start of each weekend and pack up at the end. We will reimburse staff for all course-related out-of-pocket expenses.

These job descriptions are approximate, since tasks may be shared around depending on people's qualifications and availability, and to balance the workload.

Meal Coordinator

Schedule two students to bring lunch for the whole class each day that we meet. Work with them before and during each weekend to ensure that nutritious, delicious meals are ready on time. Help with menu planning, shopping lists, quantities, dietary restrictions and getting the meal to the table. In order not to miss class, students will cook ahead and simply reheat food before the meal.

Skills required: Cooking natural foods for large groups. Ability to support novice cooks in planning and presenting each meal. Understanding various dietary regimens. Good sense of timing.

Kitchen Coordinator

Purchase salad ingredients, snacks and beverages before each weekend. Transport food and kitchen items to class and set up kitchen before class begins. At the end of each weekend, distribute leftovers, pack up kitchen and store everything for the month between classes.

Skills required: Knowledge of natural foods. Ability to store and transport bulky, heavy items. Ability to quickly set up a functional kitchen space.

People Coordinator

Keep track of attendance. Ensure that students complete housekeeping tasks (meal cleanup, etc); find replacements for missing students. Organize class camping trip and car pools. Find overnight hosts for out-of-towners if needed. Monitor group energy. Help resolve conflicts.

Skills required: Good at working with people, organizing, and monitoring conditions. Flexibility. Conflict resolution and/or non-violent communication skills a great asset.

Equipment Coordinator

Store and transport equipment for each class weekend. Pick up and deliver spring water. Secure miscellaneous materials and tools. Help set up and clean up after class projects.

Skills required: Resourcefulness, initiative, flexible hours and muscle power. Vehicle needed to transport large heavy items, and space needed to store flip chart, white board, etc.

Administrative Aide

Paper, telephone and computer work. Organize staff. Maintain class contact list. Distribute various books and materials. Odd jobs and miscellaneous errands as needed.

Skills required: Excellent clerical and math skills. Some computer skills. Detail-oriented!

Web Master

Maintain the course website. Post handouts, announcements and other information. Set up group communications. Assist instructors with computer technology and software issues.

Skills required: Previous experience maintaining websites. Ability to work with Mac and PC systems, conversions, and not-the-latest technology. Hand-holding skills a great plus!

Timekeeper

Unlike the other jobs, this one is done **during** class. Help keep the course on track by rounding people up for activities, telling instructors their time is up, giving 5-minute warnings, etc.

Skills required: Herding cats. Always being aware of what time it is. Taking initiative. Politely but firmly interrupting people. Do you look mean? Are you persistent? This crucial job is for you!