Teach a Class!

Welcome to the Recreation Program

Proposal Page!

Lake Oswego Parks and Recreation Department offers a wide variety of recreation classes and activities year round. There are six Recreation Department Divisions: Golf, Tennis, 50+ Recreation, Sports and Fitness, Special Events, and Cultural. Many of the classes and workshops currently offered through the Divisions exist because an enthusiast has the desire to teach a program. If you have an idea for a program or are interested in presenting a program, the following information is provided for your assistance.

As an instructor/presenter, are you a City employee or contractor?

Hourly City Employee	Contracted Service Provider
Requirements: 1. Eligible to work in the United States and provide identification 2. Pass a Criminal Background Check 3. Hourly wage is negotiable according to experience, knowledge, background regarding the subject, and the current market rate/demand 4. Employment is classified as on-call/less than 20 hrs weekly with ongoing employment not to include employment benefits 5. Employee must enroll in paperless payment - Wells Fargo paycard or direct deposit	Requirements: 1. Pass a Criminal Background Check 2. A sole proprietor using a d/b/a, or a business/corporate entity; a current business license status with the State of Oregon Corporation Division is required. 3. The City requires proof of insurance in the form of a Certificate of Insurance and Endorsement page naming the City as an additionally insured. The insurance requirement of $2M per occurrence and $3M in aggregate. Payment is done on a per participant basis. For more information please call Kelliegh Bradley 503-635-0282 or email kbradley@ci.oswego.or.us

To submit a Recreation Program Proposal Form, please fill out this form**.**

All Specialized, Cultural, & Fitness Classes and Camps: Kelliegh Bradley at (503) 635-0282 or kbradley@ci.oswego.or.us
All Sports Classes and Camps: Carol Hartley at (503) 675-2547 or chartley@ci.oswego.or.us

Web Links

Submit a Program Proposal FormView the Current Catalog

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