



We are looking for a
NEW Support Team
member to join the
@Home team. Could
that be you?

Who are we looking for?

The @Home site is expanding and we are searching for a new team member to join our talented 2010 Support Team. We are looking for a crafter who is creative, fun, innovative and who can follow instructions and work well as part of our team.

About us

The @Home site is a fast growing Australian company specialising in scrapbooking and craft online workshops. Owned and operated by Kim Archer, the site offers a wide range of craft courses in its custom built virtual classrooms. While the business is based in Newcastle, Australia, it attracts participants from all over the world who are able to connect with their tutor and other participants via the inbuilt chat rooms, photo galleries and student areas of each classroom.

The Support Team

The role of the Support Team is to provide additional samples and projects for each online workshop we run which help to show participants different ways of approaching our classes. The Support Team is also invited from time to time to design, develop and teach their own workshops for the site.

What is expected from our Team Members?

- We need someone who can create additional samples for each workshop run through the site by following the step by step instructions provided and using their own scrapbooking supplies. Mainly these will be scrapbook based – layouts, cards, stamping and beyond the page projects but could also include other crafts such as stitching.
- Besides being able to follow our step instructions, we need someone with the ability to bring their own twist/flair/style to show others the variations and possibilities with our workshop projects.
- The desire to work with a fun team and to interact with class members via the comments section and classroom chat rooms where necessary.
- We are looking for someone keen to eventually design and develop their own online class ideas and become a Workshop Tutor.
- While we don't place exclusivity expectations on our Team Members, we do expect that you won't be involved in teaching online classes for other scrapbooking/papercrafting websites.
- We ask that you don't share full images of any work created for the @Home site on your blogs or other online galleries nor that you submit anything you have created for the site to magazines for publication. Our participants pay a tuition fee to attend our classes and we like to keep our projects exclusive and just for the eyes of our lovely @Home members. You are most welcome to promote our classes on your blogs and other social media such as Facebook/Twitter by providing sneak peek photos and class information.
- The ability to take clear photos or scans of your work.
- The ability to sometimes work to tight deadlines.
- Amount of work per month will vary depending on the classes available for that month. You will not be expected to create for every single class and the workload will be distributed between all team members.



What we provide

- We provide payment for each sample created for the site. Payment will vary depending on the type of sample needed for each class and will be advised as project assignments are assigned to each team member.
- Free registration to ALL workshops offered on the site regardless of whether you contribute a sample to the class or not.
- A supportive, creative and fun to work with team of like minded crafty girls!
- The opportunity to design and develop your own online workshops. You will be given the full support of a Workshop Editor to guide you through the process of preparing and developing a class idea from conception to workshop launch.
- Promotion of our Support Team members via our website and @Home blog and newsletters.
- Other opportunities as they arise – such as free or discounted supplies/kits if we are working in collaboration with other companies/manufacturers or discounts on some products.

How to Apply

We are looking for one - or maybe more depending on the applications we receive - Support Team member(s) for a period of six months with the possibility of expanding this term beyond the six month period if necessary.

We need someone ASAP so we don't want to drag this competition out for too long. **Our aim is to find the right person to fit our team**☺ This isn't the usual Design Team role – it takes someone unique to be able to follow someone else's instructions but still provide their own twist to a project and inject their personality into someone else's design AS WELL as to have the ability to design and run their own online class.

So. What we need you to do.

Email Kim at info@kimarcher.com.au with the subject line SUPPORT TEAM 2010 and include the following:

1. Your name, address, contact phone number and email address
2. a blog address or links to any online galleries if applicable
3. a short paragraph about yourself including your scrapbooking experience, any other crafts you are interested in, how you would describe your scrapbooking style, what size you mainly scrapbook in and what subjects you mainly scrapbook about.
4. a short paragraph about why you think you would fit into our team and why you want to be part of our team.
5. three samples of your current style of work – two layouts plus a beyond the page project. Please email jpegs of your work (photos or scans). We will be looking at the style of work you create and also how you present your work in photographs – if the images are nice and clear etc.
6. details of any other design teams you are currently part of (if any).
7. closing date for applications is 31 March 2010

ROUND TWO – we will select a group of finalists who will be given access to a recent online @Home workshop and they will be asked to create a layout sample for that class. We will then announce our NEW TEAM MEMBER (or members!!) – exciting.

A final note – while it would be helpful to have attended at least one of our @Home online classes so you are familiar with how we do things around here, it's not essential for you to be an @Home member...but we hope you will join up as soon as you can☺