

Please print clearly! THANKS!



**INTERESTED TO BECOME A
WILTON METHOD INSTRUCTOR (WMI)?**



**I.C.C.A. (International Centre of Cake Artistry)
IS LOOKING FOR A FEW GOOD CAKE DECORATORS!**

If you have a knack for cake decorating, enjoy meeting new people and sharing your skills, and would like a chance to earn money while doing something you love, this is **the opportunity for you!** I.C.C.A is looking for enthusiastic, take-charge people with a talent for teaching others. Wilton Method Instructors (WMIs) are independent contractors who teach the Wilton Method of Cake Decorating at local retail stores or authorized locations throughout Malaysia. WMIs are not employees of Wilton Enterprises or I.C.C.A. I.C.C.A. is now screening interested people to train as WMIs in their March WMI Training Seminar in order to recommend their placement at a local retailer or authorized location. This form will help us to facilitate and screen participants for this opportunity.

Kami mengalu-alukan Instruktur yang boleh berkomunikasi dalam Bahasa Malaysia. Walau bagaimanapun, instruktur perlu memiliki kebolehan asas untuk berkomunikasi dalam Bahasa Inggeris untuk tujuan kakitangan pengurusan dan retail kami.

You must have completed the Wilton Method of Cake Decorating courses 1 to 3 and have cake decorating experience. **Special Note regarding "Certification"** Wilton does not provide "certification" for Instructors or cake decorators. "Certification" implies a process for assessing and enforcing standards of performance. We are not set up to provide that kind of service, because WMIs are not employed by Wilton Industries, Inc. or I.C.C.A. All instructors are allowed to indicate that they are "trained" or "authorized" as WMIs but not "certified" WMIs.

- If you have other comments, questions, or concerns, please email Lyphine – lyphine@2decoratecakes.com. Please provide your name, mailing address and phone number (include area code).

THE ADVANTAGES OF TEACHING THE WILTON METHOD

Wilton Method Instructors who teach for a local retailer or at an authorized location may enjoy the following advantages:

- Full access to the Wilton Educational Marketing Department. This includes receiving information and assistance that will help you conduct your classes to the best of your ability.
- Full support materials and guidelines from I.C.C.A. to help you conduct your classes.
- Free posters, flyers, and other materials you can use to promote your classes.
- Recommended Wilton guidelines and lesson plans for conducting classes.
- Optional training to maintain your cake decorating, teaching, and selling skills through regular instructors' meetings at I.C.C.A.
- Qualify for the I.C.C.A. WMI Incentive Program.
- Wilton Method Instructors' Business Cards
- The opportunity to meet and share with many others who, like you, love to decorate and teach.
- Most importantly, you get paid to do something you love.

Our simple mission is ...

EDUCATE AND SELL!



I.C.C.A. Instructor Screening Form



Thank you for your interest in becoming a Wilton Method Instructor.

Important note: Please be aware that Wilton Method Instructors (WMI) are considered independent contractors and not employees of Wilton Enterprises or I.C.C.A. The purpose of our recruiting process is to facilitate the match-up of WMIs to our retail partners or authorized locations throughout Peninsular Malaysia.

PERSONAL INFORMATION

Date: _____ Country Malaysia Other _____

First Name _____ Greeting Name (_____) Last Name _____

Mailing Address _____ Shipping Address _____

City: _____ Shipping City _____

State/Province _____ Shipping State/Province _____

Postal Code _____ Shipping Zip _____ CN Shipping Postal _____

Home Phone (_____) Best time to call: _____

Work (if okay to call) (_____) EXT. _____ Fax # (_____)

E-mail address (Please print VERY clearly.) _____

I am a Store Owner Yes No Do you want to offer classes in your store? Yes No Store Name _____

Have you ever contacted Wilton about becoming a WMI? Yes No

Have you ever been a WMI? Yes No If "Yes," during what years were you a WMI? From (Mon/Yr) _____ to (Mon/Yr) _____

If "Yes," please print your Wilton ID Number here: _____

In what languages are you fluent? _____

Hobbies or crafts in which you engage: _____

HOW DID YOU FIND OUT ABOUT BECOMING A WILTON METHOD INSTRUCTOR? Please check all that apply.

Newspaper (Please give name, city and state) _____

Referral by a WMI (Print their name) or the Wilton School _____

Poster (Please give store name, city, and state) _____

Wilton Book or Video

E-mail from Wilton

Account newsletter for WMIs

Wilton Website

DOII Newsletter

WEB (Hotjobs.com, Monster.com, etc.)

Letter from Wilton

ICES Newsletter

Wilton Course or Workshop

Other (please specify) _____

CAKE DECORATING EXPERIENCE

How long have you been decorating cakes? _____ Years and _____ months For whom? Family/friends Professionally

If "Professionally," please list the two most recent companies (bakery, cake shop, etc.) with/for whom you decorated professionally:

Name _____ City and State/Province _____

Name _____ City and State/Province _____

Do you have any reservations about recommending Wilton products and methods exclusively? Yes No If Yes, why? _____

Are you familiar with the Wilton Method of cake decorating? Yes No If Yes, how did you learn it? (List classes on next page.)

Have you ever **taken** any cake-decorating classes? Yes No If yes, please describe, below:

Wilton?	Year	Name or Specific Topic of Class	Store/Facility	Instructor
<input type="radio"/> Yes <input type="radio"/> No				
<input type="radio"/> Yes <input type="radio"/> No				
<input type="radio"/> Yes <input type="radio"/> No				
<input type="radio"/> Yes <input type="radio"/> No				

PLEASE INDICATE YOUR LEVEL OF PROFICIENCY IN EACH OF THE FOLLOWING SKILLS:

	N/A	Tried it				Highly skilled
	0	1	2	3	4	5
Royal Icing						
Color Flow						
Buttercream						
Roses						
Shell Border						
Tiered Cakes						

	N/A	Tried it				Highly skilled
	0	1	2	3	4	5
Gingerbread						
Rolled Fondant						
Basketweave						
Sugar Molding						
Candy Molding						
Piped Flowers i.e.: Daffodil, Pansy, Daisy						

What additional cake decorating/confectionary arts skills do you possess? Explain _____

Have you ever **taught** cake-decorating classes? Yes No If yes, please describe below:

Wilton?	Name or Specific Topic of Class	Store/Facility	# of Students per class	Number of Times taught	In what year(s) did you teach this?
<input type="radio"/> Yes <input type="radio"/> No					
<input type="radio"/> Yes <input type="radio"/> No					
<input type="radio"/> Yes <input type="radio"/> No					
<input type="radio"/> Yes <input type="radio"/> No					

PLEASE TELL US YOUR STORY (Use a separate sheet of paper if necessary.)

Why do you want to be a WMI? _____

Please briefly explain a situation in which you have had to lead others to achieve a specific goal. What were the results? _____

Briefly describe a current or past job (paid or unpaid) that involved teaching or training. What age group? What topic? What could they do differently after the training? _____

Briefly describe a current or past job (paid or unpaid) that involved motivating others. What were the results? _____

Briefly describe a current or past job (paid or unpaid) that required following disciplined procedures and policies? How did you feel about the procedures/policies? (Not the people involved, just the procedures/policies.) _____

Is there anything that may cause you to reconsider this position between now and the time you are recommended for placement? _____

What questions, observations, or comments do you have? _____

YOUR AVAILABILITY

Please mark with an "X" for each time period in which you are consistently available. Your choices bring no guarantee of placement.

	Mornings (10-12)	Afternoons (1-4)	EVENINGS (6-9)
MONDAY			
TUESDAY			
WEDNESDAY			
THURSDAY			
FRIDAY			
SATURDAY			
SUNDAY			

Maximum number of hours per week you're available for demonstrations or classes? _____

Would you be interested in handling more than one account?O Yes O No

Are you currently attending school?.....O Yes O No If yes, full time? O Yes O No

Are you currently employed outside your home?O Yes O No

Do you have your own transportation?O Yes O No

How far (in miles or time—please specify) are you willing to travel on a regular basis to teach classes? _____

Please list suburbs or towns that fall within this range where you would be willing to teach. _____

PERSONAL REFERENCES

List 2 people other than relatives or former employers that you've known for at least 2 years. (Must provide area code and phone no.)

Name	City and state/province	Phone
Relationship:		
Relationship:		

SIGNATURE

I have read and understood the general information on page 1. And, I affirm that the information I've provided is true and accurate:

(Your signature) _____ Date _____

THANK YOU FOR COMPLETING THIS FORM!

Please send this form to:

**Lyphine Gan or Vivian Tan,
International Centre of Cake Artistry Sdn. Bhd.,
Wisma ICCA, No 1, Jalan PJU 5-15, Dataran Sunway,
47810 Kota Damansara, Petaling Jaya, Selangor
Tel: 603-6140 8835 Fax: 603-6142 1501
Email: Lyphine@2decoratecakes.com
vivian.tan@2decoratecakes.com**