Instructor Program Requirements for 2022 (passed by the Board August 2021)

Every year this process has to be repeated for every instructor that wishes to teach at our club.

All individuals responsible for hosting a class will have to attend a board meeting to “introduce” themselves to the board before they can teach or host a class.

All instructors will bring a class syllabus in writing for the board to review.

The syllabus should contain the following:

Class sizes (typical and largest they will teach)

 Standard Cost of the class per student

What is specifically being taught (overview and specific drills along with expected round count).

Who else is teaching with them as an additional instructor? We will need their documentation at this time as well.

If the class is bigger than 6 students on the range, they must have another instructor (also approved by the Board). This is also required in order to have more than 1 student shooting at one time which is a club rule that should be changed for the 2022 season.

Will bring a resume of instruction with them in writing (what schools have they attended and graduated from).

Proof of certification will be required from schools attended. Must have credentials/certificates from at least 2 credible/recognizable schools subject to the Boards approval.

Class history-what have they taught, when have they taught it and how did it go?

All Instructors will provide proper insurance documentation at the board meeting in writing for themselves and each other instructor.

All Instructors agree that the head count fee of $10 for classroom instruction or $15 for actual range instruction will be payable to the club within a week to the club treasurer or their ability to teach will be suspended. Fees are subject to change and will be determined by the Board at the beginning of each year.

Board will start and keep a prohibited list of drill and exercises that the Board will not allow instructors to teach. This will be updated as the Board finds out new information and will be updated vial email.

If this is the instructor’ first class, then the shooting portion of the class must be audited by a current Board member. The Board will be looking to see how the instructor manages the class for safety and instruction.

Additional requirements may become necessary and will be updated by the Board to the membership as quickly as possible due to unforeseen circumstances.