

Policy: How to Become an NCRC Instructor Feb 11, 2012

Summary of Instructor Qualification Process

- 1. Successfully complete NCRC Levels 1, 2 and 3**
- 2. Submit application to Education Board, including resume and letter of support from Regional Coordinator**
- 3. Be accepted as Instructor Candidate**
- 4. Successfully complete Instructor Qualification course, passing all tests**
- 5. Receive favorable evaluation from IQ Lead Instructors upon conclusion of IQ course**
- 6. Receive favorable review from Education Committee**
- 7. Be approved for instructor status by Board of Regional Coordinators**
- 8. Hold and maintain membership in the National Speleological Society**

The NCRC encourages persons skilled in aspects of cave rescue to apply for Instructor Qualification. Applications must be made, in writing, to the NCRC Education Committee via iq@ncrc.info.

To be considered, applicants must have successfully completed NCRC Levels 1, 2 and 3. Applicants are encouraged to repeat classes, or take additional NCRC classes such as Cave Wilderness Medical, TOFE, etc. The applicant must have completed a class beyond Level 2 within a period not to exceed 4 years prior to application for the IQ class. Applicants must submit a detailed resume (including information on certifications, other classes completed, caving experience, rescue experience, medical qualifications, etc.) and a letter of support from a regional coordinator (preferably from their own region).

The Education Committee will review applications at one of its regularly scheduled meetings, consider information in the student's NCRC files (including exams and skills evaluations), and identify the top applicants for entry into the IQ program. Only those applicants deemed likely to become excellent instructors will be accepted into the IQ class. IQ classes will be offered at most NCRC national seminars.

Unsuccessful applicants will be encouraged to gain additional experience and reapply.

The Instructor Qualification class is not a "fourth level" of NCRC training, but rather an opportunity for NCRC to hone the skills of potential instructors and build their knowledge of NCRC curricula. It focuses on the teaching techniques most effective in NCRC classes, including classroom delivery of NCRC curricula, demonstration of NCRC cave rescue techniques, field site selection, implementation of NCRC field lesson plans, planning of mock rescues, etc.

Instructor candidates must successfully pass written and practical exit exams during the IQ class prior to being considered for Instructor certification. Candidates are expected to demonstrate sound teaching skills and a thorough knowledge of NCRC curricula and policies by the conclusion of the IQ class. They will receive a detailed, written critique/evaluation from the IQ Lead Instructors at the conclusion of the class.

Upon completion of the IQ class, the IQ Lead Instructors will forward their written critiques of each candidate to the Education Committee for review. The Education committee will then make its recommendation to the Board of Regional Coordinators to:

- a) accept the candidate as an instructor,
- b) direct the candidate to receive remedial training and/or experience prior to consideration for BORC approval
- c) deny instructor status to the candidate

The BORC will receive the Education Committee's recommendations and any proposed remediation plans, and take appropriate action:

- a) Approved candidates will be certified as current NCRC instructors, and will be subject to the same ongoing recertification as existing instructors (no probationary period will be required)
- b) Candidates determined to need remedial training and/or experience will be referred back to the EC. The EC will work with the candidate to develop a plan of action that provides opportunities for them to obtain their needed skills. Once they have successfully completed these actions, the EC may refer them back to the BORC for consideration as an instructor.
- c) Candidates not approved by the BORC will be removed from consideration as an instructor, but may reapply for the IQ class at a future date, subject to the conditions for any other IQ candidate.

All NCRC instructors must maintain NSS membership.

This policy is in accordance with actions of the NCRC Board of Regional Coordinators, February 11, 2012, and replaces prior versions of February 12, 2005, and February 20, 2010.