

Process to become a Level III Discipline Instructor for National 4-H Shooting Sports

1. Submit an application to National Committee.
 - a. National Committee will review and if accepted, applicant will become an Apprentice Instructor.
2. Apprentice Instructor will be asked to attend and teach with a Level III Discipline Instructor at a National Workshop.
 - a. Prior to training, participate in phone calls with Discipline Instructor to help plan training, give insight on level of experience, skills, knowledge of discipline and curriculum.
 - b. Attend training and help Discipline Instructor set up classroom and range area.
 - c. Determine, with Discipline Instructor, what part(s) of the curriculum the Apprentice is comfortable with and take the lead on that portion.
 - d. Participate in all parts of the training as a contributor even if not leading.
 - e. Discipline instructor will fill out an evaluation on the Apprentice and make a recommendation on if the Apprentice is ready to move to an Assistant Instructor. This evaluation and recommendation will be given to National Committee for review and action.
 - i. Possible action by National Committee could include
 1. Move to Assistant Instructor (see #3)
 2. Leave as Apprentice Instructor (repeat #2)
 3. Remove applicant as possible candidate (would need to start entire process over)
3. If moved to Assistant Instructor, by National Committee.
 - a. Assistant will be asked to take the lead role at a National Workshop with a Level III Discipline Instructor.
 - b. The Assistant will take the lead on planning, setup, teaching, and communicating with other instructors.
 - c. The Discipline Instructor will act as an observer and teaching contributor and assist as needed.
 - d. Discipline instructor will fill out an evaluation on the Assistant and make a recommendation on if the Assistant is ready to move to a Level III Discipline Instructor. This evaluation and recommendation will be given to National Committee.
 - e. National Committee and the Lead Level III Discipline Instructor will review both evaluations and take action.
 - i. Possible action could include
 1. Move to Level III Discipline Instructor
 2. Leave as Assistant Instructor (repeat #3)
 3. Move to Apprentice Instructor (repeat #2)
 4. Remove applicant as possible candidate (would need to start entire process over)
4. If moved to Level III Discipline Instructor
 - a. Would need to agree with, sign, date, and return position description to National Committee before becoming a Level III Discipline Instructor.