



NOAA Component Instructor Qualification Program

The NOAA Component Instructor qualification program can be a more efficient and cost effective process by eliminating the need for Instructor candidates to allocate funds for travel by requesting a Senior Instructor Trainer/Trainers coordinate travel to a designated location to qualify future candidates. The NOAA Small Boat Program is expecting future candidates to review the material, create their own PowerPoint presentations and obtain an overall base knowledge of the course. The Senior Instructor Trainers will assist future candidates in presenting their own training and help plan for the next day 8 hour class on the new NOAA Small Boat Component Course. The NOAA Small Boat Program is not expecting candidates to be fully prepared to teach upon arrival, this is not the intent of the program.

The plan is designed to coach new Instructors to present the material, along with needed class preparation using a more hands on approach that will lead to one on one interaction, which has shown to be an effective tool in training. The NOAA SBP will provide Instructor candidates in advance access to materials needed to prepare for the class by way of Google shared drive folders. By incorporating this process candidates will become more familiar with PowerPoints, videos, handouts and all required materials prior to the qualification visit.

Who is going to receive the training? The NOAA SBP will train those who have taken the first step by requesting interest in teaching a NOAA Component Course and will receive a phone call detailing the prerequisite requirements from the SBP Training Coordinator. Prerequisites – having attended a NOAA Component Class within the last 3 years, where are you located and is there a need due to high turnover, lack of qualified Instructors to teach and lastly are you available to teach outside of your area.

When a date has been confirmed for arrival the Senior Instructor Trainer/Trainers shall plan on arriving 1 to 2 days before a NOAA Component class to go over the course curriculum, key points, adult learning and offer assistance presenting the material. When all of the requirements have been met and a future candidate has shown to be prepared, each candidate will be required to instruct a NOAA Component class of actual students on the last day of training. The Trainers will assist if needed and evaluate each Instructor candidate discussing weak and strong points the Instructor has shown throughout his or her presentation.

This Instructor Qualification Program will fill a need for Instructors who will be added to the Instructor list located in the Google shared drive once the requirements have been met. This Qualification Program will create more opportunities for future Instructor candidates who may not be able to qualify as an Instructor due to operational commitments. Email the Small Boat Training Coordinator if you are interested in becoming a NOAA Component Instructor.

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