Training Center Faculty Criteria

Each Training Center (TC) must appoint at least 1 Training Center Faculty (TCF) in each discipline it teaches. The suggested ratio is at least 1 TCF for 8 to 12 instructors (in the same discipline).

The role of Training Center Faculty (TCF) is a volunteer role and no reimbursement is issued from the Training Center (TC). Some employers financially support TCF in their role, so please check with your organization.

The TCF is a 2 year position and renewal is not automatic. In order to apply for a TCF position, a Training Center Faculty Candidate Application form is completed and submitted to the TC accompanied by a letter of recommendation from a TCF or Regional Faculty.

The decision to accept/maintain TCF status is a decision made by the Training Center Coordinator (TCC) based on the needs of the Training Center. TCF status is a TC appointment and is an internal position to that TC only. TCF status does not transfer. When a TCF member transfers to another TC, it is as an instructor, not as a TCF member. This position can be terminated by either party at any time.

Mileage reimbursement for monitoring instructors is outlined in the Instructor Monitoring Policy.

Qualifications:
- The candidate must have been an instructor for a minimum of 2 years or has taught a minimum of 8 courses with positive evaluations by students.
- Abides by TC policies, including consistently and accurately completing course paperwork.
- Demonstrates expertise in AHA course content

Expectations:
- Serve as quality assurance and educational leadership for the Training Center (TC)
- Conducts at least 1 instructor course and monitors, updates, and coaches instructors
- Accept and be responsible for a minimum of 8 instructors within a reasonable geographic area. If the geographic area is remote, the TCC may make an exception to the minimum number of instructors.
- Serves as an expert in the AHA Science
- Supports TC initiatives.

Date last review:	9/11/2015	10/25/2016	10/25/2016					
Reviewer initials:	dd	dd	dd					
Changes made:	NEW	yes	yes					