



St. John Ambulance

SAVING LIVES
at work, home and play

Instructor Development Program

Course Candidate Information

Thank you for your interest in St. John Ambulance for your First Aid and CPR Instructor training. The following is an outline of the requirements you will need to complete prior to being certified as a St. John Ambulance Instructor.

Pre-requisites

The instructor candidate must:

- Be eighteen years of age, or older
- Possess a valid St. John Ambulance Standard or Advanced Medical First Responder Certificate - issued within the last 12 months
- Possess a valid CPR Level C/AED or HCP Certificate - issued within the last 12 months
- Submit a Certificate of Conduct, which may be obtained from the Royal Newfoundland Constabulary or your local R.C.M.P. Detachment, on or before the date pre-course material is to be picked up or sent out

Professional Attributes

In addition to the above, instructor candidates should possess the following important attributes:

- The physical ability to teach the skills of First Aid and CPR/AED.
- Proficiency in all First Aid and CPR/AED skills.
- Professional appearance and deportment.
- Professional communication skills.
- Professional attitude.

Upon Registration

To help you prepare for the Instructor Development Program, upon registration you will receive a pre-course package. Your pre-course package includes the following material to help you excel in your course:

- Pre-course study guide – your instructor trainer will review your completed guide on the first day.
- *First Aid Reference Guide* - this guide should be used to complete the pre-course study guide and IDP Threshold Exam.
- *First Aid Instructor Guide*
- *First Aid DVD and Power Point Presentations*

Comprehensive information on all skills is found in the *First Aid Reference Guide* and demonstrated on the *First Aid DVD* segments. You should practice these skills at home with a family member or friend, to ensure you are comfortable with the protocols and methods.

Also included in the pre-course package is an IDP Threshold exam that you are required to successfully complete prior to the course. This exam must be submitted to our office no later than five (5) business days prior to the start of the course.

Course Outline

The Instructor Course is generally delivered over a 5-day period. The focus of this program is on adult learning principles and presentation skills.

During the program, you will be preparing and instructing assignments of 20-30 minutes in duration. Presentations will include an instructor led discussion, skills demonstration and practical exercise based on St. John Ambulance's programmed method of instruction.

Class time is allotted for preparation however, you are expected to prepare at home as well.

During the course, your instructor trainer is responsible for two things:

1. Assessing your level of first aid and CPR knowledge and skills. (The amount of time allotted for the program does not allow the instructor trainer to re-teach first aid skills.) Your instructor-trainer will aid you to fine-tune your skills and knowledge during class presentations.
2. Determining if you have the ability to teach St. John Ambulance courses unsupervised.

How do you certify as an instructor?

Your instructor-trainer will determine your status at the end of the course. The final assessment will outline your team-teach and monitoring requirements.

TEAM-TEACHING

Upon successful completion of the Instructor Course, candidates are required to team-teach a minimum number of courses with an experienced St. John Ambulance instructor prior to being monitored. This minimum number is determined based on the candidate's proficiency in both presentation skills and first aid knowledge and skills as evaluated throughout the course

MONITORING

Upon successful completion of the Instructor Course and team-teach requirements, candidates must be monitored by an approved Monitor as part of the initial certification process on:

A Standard First Aid, Level C/AED Course.

Monitoring must be completed within six months of attending the Instructors course. The responsibility rests with the instructor candidate to work with the Provincial Office in advance of any monitoring deadline.

How do you maintain certification or re-certify?

- St. John Ambulance has the right to monitor any course taught using our name or materials.
- Certification lasts for three years and begins the date you successfully complete your monitoring.
- St. John Ambulance Instructors are certified to National Standards and may teach for other provinces or special centres by contacting the respective Director of Training.
- You must teach at least two first aid and CPR/AED courses per year to maintain your certification.
- You must attend workshops on new protocols or materials used on the programs.
- During the last year of your 3-year certification, you must attend an Instructor Recertification Workshop.

Which courses can you teach?

Once you have completed the program and are certified as a St. John Ambulance First Aid Instructor, you are able to teach the following programs:

- Emergency First Aid
- Standard First Aid
- Emergency Child Care
- Marine Basic First Aid
- CPR Levels A, B C/AED

Do you have any questions?

The Manager of Training & Client Services is responsible for helping you prepare for the program. Should you have any questions on the materials, how to prepare for the course, or any questions on the first aid skills, simply contact us and ask for the Manager of Training & Client Services. We will be very willing and eager to help you.

Contact Us:

Provincial Office

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