# APPLICATION INFORMATION SHEET NEW MEXICO NATIONAL ARCHERY IN THE SCHOOLS PROGRAM BASIC ARCHERY INSTRUCTOR (TRAINER)

### Qualifications:

- **1.** Must be at least 18 years of age.
- **2.** Teaching experience is highly desirable. Other valuable experience includes: archery, hunting, physical fitness, shooting sports, public speaking, etc.
- **3.** Must not have been convicted of any felonies nor of flagrant violations of Game and Fish laws.
- 4. Complete the Application Information Sheet NASP Instructor (Trainer) Application, sign, scan, and email the electronic copy back to <u>brian.guzman@state.nm.us</u> the Archery Program Coordinator for approval. Send hard copy to address listed on application.

## Process for getting into NASP:

- 1. The school's administration will need to approve the program and sign and date the Memorandum of Understanding (MOU). The reason is to make sure that the school is aware and supports an archery program.
- 2. After the administrators approval we will need to train a minimum of two instructors at your school. If you only have one teacher who will be running the class the additional person can be a school volunteer or parent. The classes and locations will be determined and you will be contacted with directions, time and location.
- **3.** The training is an 8 hour course that teaches (Basic Archery Instructor, BAI): range set up and safety, basic archery form, coaching positions and techniques, how to teach first time archers, running the range, archery games, nomenclature and basic repairs. There are two practical's during the course and a written test at the end.
- **4.** Every 6 months there will be a 24 hours (3 day) course that will certify teaching teachers or volunteers (Basic Archery Instructor Trainer)
- 5. After your instructors have completed the course we will order your equipment. It can take anywhere from a few weeks to a couple months depending on how fast the company ships it to us.
- 6. The equipment will be delivered to the school.
- 7. The program will be taught for the minimum of 2 weeks in Physical Ed or as an after school program, but the program has to be taught for a minimum of two weeks as part of the in school curriculum. The NM State Archery Tournament will be early spring every year.
- 8. A criminal history background check will be conducted, after which the applicant will either be accepted or denied.

## **Participation:**

- 1. Instructors must teach or assist in teaching two (2) Basic Archery Instructor courses every year in order to keep the certification current and valid.
- **2.** Periodic classroom evaluations may be conducted by local conservation officers or by the Information and Education Staff.
- **3.** The New Mexico National Archery in the Schools Program may decertify instructors or trainers for violating provisions of the program, falsifying records, acting in a manner which is detrimental to the program, and may also be decertified without cause.



## New Mexico Department of Game and Fish NASP Program

THE & IS	INSTRUC	TOR A	PPLI	CATION		Date of App	olication
Name: Last	First	MI	Sex	Last 4 digits of	SSN		
Mailing Address:	No. & Street / PO Box	No. / R. Route &	k No.	City	Sta	ate Z	ZIP code
Home Phone	Work Phone	Date of B	irth		E-Mail Addr	ress	
Present Employeer (Nan	ne of Firm)		•	Your Primary Typ	e of Work		
Employeer's Address:	No. & Street	/ PO Box No.		City	St	ate 2	ZIP Code
Race: (Optional) Whi	te Hispanic	Black	A	merican Indian	Asian or F	Pacific Islander	Other
Application For:	Basic A	Archery Inst	ructor (E	BAI)	Basic Arch	nery Instruc	tor Trainer
I am a certified in	structor with the f	ollowing ce	rtificatio	ns: 🗌 NF	aa 🗌	JOAD	
Others:				_ (Please at	tach photoc	opies of ce	rtifications)

Teaching or Volunteer Experience:\_\_\_\_\_

#### ENDORSEMENT

We, the undersigned, personally know this applicant as a citizen of this community who has high moral standards. We beleve this person possesses those qualities of character and leadership that will contribute toward the future welfare of our youth, wildlife resource and hunting heritage.

### FIRST ENDORSER

#### SECOND ENDORSER

Signature	Date	Signature	Date	
Printed Name	Phone Number	Printed Name	Phone Number	

#### STATEMENT

I affirm the truth of information supplied above, that I have not been convicted of a felony nor of flagrant violations of Game & Fish laws. If appointed as Basic Archery Instructor (Trainer), I will contribute the hours necessary to teach the course outlined by the Department of Game & Fish. I will comply with all program policies and procedures. I further realize that the New Mexico Department of Game & Fish may, at its discretion, revoke my certification at any time that it is in the best interest of the Department or State to do so.

Applicant's Signature\_\_\_\_\_

Date Signed.
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Mail to: Brian Guzman NASP 3841 Midway Place NE Albuquerque, NM 87109

The New Mexico Department of Game and Fish does not discriminate on the basis of race, color, national origin, sex, age, disability or sexual orientation.



## Authorization and Consent for Disclosure of Criminal History Information

In connection with the evaluation of my suitability for volunteer status, I give my consent for New Mexico Department of Game and Fish to obtain criminal history information related to my application for volunteer status. I understand that criminal history information includes any criminal conviction records for deferred adjudication, misdemeanor or felony offenses at age 17 or older. Any such information will be used solely for volunteer status related considerations and not for any other purpose.

I authorize, consent, and grant permission to any person or entity to release to New Mexico Department of Game and Fish or its agent(s) any and all information regarding my criminal history. I waive any and all claims I may have with respect to providing such information. I understand that NMDGF and its agent(s) are not responsible for the accuracy or completeness of the information contained in such reports. I release NMDGF and its agent(s) from any and all liability, claims, and lawsuits with respect to the information obtained from any or all the sources used by NMDGF and its agent(s).

I understand that this authorization is not an offer of volunteer status by NMDGF and that any false or misleading information I have provided to NMDGF may result in a refusal to hire or continue volunteer status. I also understand that this authorization is a continuing authorization and will remain valid until such time as I inform NMDGF in writing that I revoke this authorization.

Name:		
Last	First	Middle
Date of Birth:		
	mm/dd/yy	
Social Security Number:		
Current Physical Address		
Home Phone:	Other Phon	e:
Applicant Signature:		
Date:		
NOTICE: New Mexico Department of Game and exceptions, you are entitled to be informed about t the information and to have this information corrected	the information we collect. Y	
Mail to: New Mexico Game and Fish	Date Re	Office Use Only

#### Please Legibly Print or Type:

Mail to: New Mexico Game and Fish	Office Use Only	
N.A.S.P	Date Received	
3841 Midway Place NE	Background Checked	
Albuquerque, NM 87109	Date Notified	