



Utah Institute of Emergency Services and Homeland Security Officer I Instructor Agreement

I _____, acknowledge and agree to the following requirements and expectations of an Officer I Instructor for the Utah Institute of Emergency Services and Homeland Security (IESHS):

- 1) I will ensure that I arrive early enough for my teaching assignment, whether lecture or practical skills, to make sure that the proper AV or other training equipment is adequately prepared for the class and in proper working order.
- 2) I will arrive early enough to set up the classroom or training area to maximize the learning process.
- 3) I will arrive prepared for class in every way including my dress and appearance. I will maintain a professional appearance and demeanor.
- 4) I will not use foul language or make vulgar or offensive comments as an adjunct instructor for the IESHS.
- 5) I will report any deficiencies in the equipment or problems with the host agency point of contact or students immediately to the Program Manager.
- 6) I will ensure that IESHS equipment is cared for and properly returned to the IESHS training logistics area in good repair and properly stored.
- 7) I will not interject my personal preferences into the lesson plan or into the required skills when it might cause confusion with the students.
- 8) I understand and accept that I will be teaching the "Institute Way", and will modify the training outline only when called upon by the customer and approved by the Program Manager.
- 9) I understand that I will be critically and confidentially evaluated by the students and the host agency.
- 10) I understand that I will occasionally be evaluated as an instructor by an IESHS Program Manager or his/her representative with immediate feedback on my performance.

Signature

Date: _____