

## **Job Description for an ODNR, Division of Wildlife Hunter/Trapper Education Instructor**

RESPONSIBLE TO: The ODNR, Division of Wildlife Hunter Education Coordinator and the ODNR, Division of Wildlife hunter/trapper education program staff.

### **Duties & Responsibilities**

Hunter/Trapper Education instructors will:

- Provide effective hunter/trapper education instruction as prescribed by the ODNR, Division of Wildlife.
- Evaluate each hunter/trapper education student through testing to determine successful completion of the course of study.
- Follow all hunter/trapper education policies and procedures as established by the ODNR, Division of Wildlife.
- Provide complete, accurate and timely student training records to the ODNR, Division of Wildlife as prescribed.
- Maintain instructor training and certification requirements as required by the ODNR, Division of Wildlife.
- Coordinate teaching activities and class scheduling with the Outdoor Education Section.

### **Participation & Training**

Hunter/Trapper Education instructors are required to:

- Assist in a hunter/trapper education course a minimum of four hours with a minimum of two hours of actual teaching. The training year is July 1st- June 30th.
- Attend mandatory trainings and re-certifications as required.

### **Minimum Qualifications**

Hunter/Trapper Education instructors must:

- Be at least 18 years of age.
- Have a solid background in hunting/trapping/shooting sports or a related subject.
- Proficient in the use of the internet and have a valid email address.
- Have satisfactorily passed a background investigation.
- Complete and pass the Ohio On-line Hunter Education course at [www.hunter-ed.com/ohio/](http://www.hunter-ed.com/ohio/)

### **Evaluations**

Instructors will be evaluated by:

- Periodic course reviews by Outdoor Education Section staff, Wildlife Officers, or other ODNR, Division of Wildlife staff.
- Student surveys.
- Periodic criminal background checks.