Professional Development Series
INSTRUCTOR QUALIFICATIONS

Definition
PDS Instructors are individuals who have subject matter expertise and teaching experience that illustrates the ability to offer a multi-media and interactive educational experience to a variety of adult audiences.

General Qualifications
Candidates Must:

- Must be a current, active member of NAPT.
- Successfully complete PDS 202: Presentation Skills (in person or online) OR provide any of the following: (1) secondary or adult teaching certification; (2) state vocational training certification; (3) completion of an adult training methodology course acceptable to NAPT; (4) submission of a videotaped classroom session that demonstrates teaching skills.
- Have a minimum of 5 years’ experience in the subject area to be taught or in a related field. A combination of education and experience (including a 4-year degree) will also be given consideration.
- Be an NAPT Certified Director of Pupil Transportation (CDPT) OR have verifiable knowledge and expertise in a specific subject area or field.
- Must “student teach” alongside an experienced NAPT instructor prior to teaching a course alone.
- Must provide feedback and suggest updates on course curriculum as courses are taught.
- Possess the ability to:
  - Use lesson plans to conduct classroom instruction.
  - Properly use various forms of instructional media to include flipcharts, data projectors, handouts, props and audio/visual equipment.
  - Motivate and provide thought provoking classroom challenges to the adult learner.
  - Stimulate student participation in classroom discussions and group activities.
  - Vary teaching strategies to accommodate learning style differences.
  - Adhere to pre-determined time frames established for each block of instruction as indicated in the course manual or as indicated by prior arrangement through NAPT.
  - Present yourself professionally both in demeanor and appearance. (To demonstrate respect for the audience and ensure their attention, NAPT requires its instructors to wear professional business attire when making a presentation.)

For questions, please contact
NAPT Education Specialist
Janna Smeltzer
800-989-NAPT (6278)
janna.smeltzer@napt.org