

IDC STAFF INSTRUCTOR

PADI IDC Staff Instructors are PADI Master Scuba Diver Trainers who have successfully completed an IDC Staff Instructor course. During their training, IDC Staff Instructors overview the entire PADI Instructor Development program and learn to act as assistants during instructor-level training courses. IDC Staff Instructors work with PADI Course Directors to develop instructor candidates teaching abilities as well as shape their attitudes as dive professionals. IDC Staff Instructors are also authorized to independently conduct PADI Assistant Instructor courses.

DUTIES

A renewed Teaching status PADI IDC Staff Instructor is authorized to:

- 1. Independently teach and certify PADI Assistant Instructors.**
- 2. Conduct specific IDC/IOC training segments under the supervision of a PADI Course Director.**
- 3. Evaluate and critique IDC/IOC candidate academic, confined water and open water teaching presentations.**
- 4. Provide counseling and remedial training for IDC/IOC and IDC Staff Instructor candidates.**
- 5. Assist with training during instructor-level continuing education programs.**
- 6. Observe the orientation and closing sessions of PADI Instructor Examinations.**

COURSE OVERVIEW AND STANDARDS

The PADI IDC Staff Instructor course is designed to provide PADI Master Scuba Diver Trainers with the additional training necessary to staff PADI Instructor Development programs. This course builds upon the IDC Staff Instructor candidate's experience and abilities as a dive educator while concentrating on developing evaluation and counseling skills. Through independent study, classroom sessions, guided evaluation training and an internship, IDC Staff Instructor candidates learn to teach the PADI Assistant Instructor course and assist with instructor development programs.

COURSE GOALS

The PADI IDC Staff Instructor course goals are to:

- 1. Familiarize the IDC Staff Instructor candidate with PADI Instructor Development standards, curriculum, and procedures.**
- 2. Familiarize the IDC Staff Instructor candidate with PADI Assistant Instructor course standards, curriculum and certification procedures.**
- 3. Develop the IDC Staff Instructor candidate's evaluation skills to an effective and consistent level.**

4. Develop the IDC Staff Instructor candidate's counseling and critique skills to an effective level.
5. Further develop the IDC Staff Instructor candidate's presentation skills to a role-model level.
6. Prepare the IDC Staff Instructor candidate for staffing PADI Instructor Development programs.

COURSE STANDARDS

Course Prerequisites

To enroll in a PADI IDC Staff Instructor course, an individual must:

- 1. Be renewed and in Teaching status as a PADI Instructor for the current year.**
- 2. Hold a PADI Master Scuba Diver Trainer rating.**
- 3. Agree to conduct all levels of diver training consistent with the standards and philosophy outlined in the PADI Instructor Manual**
- 4. Agree to use the PADI System and components in its entirety.**

TRAINING MATERIAL REQUIREMENTS

IDC Staff Instructor Candidate Course Materials

For class sessions and independent study there are several required PADI manuals and educational materials:

- **PADI Course Director Manual**
- **PADI Instructor Manual**
- **Instructor Candidate Workbook**
- **Confined Water Presentation Evaluation slate**
- **Open Water Presentation Evaluation slate**
- **The Best of The Undersea Journal**
- **The Law and The Diving Professional**
- **Peak Performance Buoyancy Specialty Instructor Outline**
- **Aquatic Cue Cards - Confined Water and Open Water**
- **Confined Water Lesson Preparation slate**
- **Open Water Training Dive Lesson Planning slate**
- **Log Book** (Adventure Log - Pro Modules recommended)

Recommended materials include:

- This is PADI video
- PADI Open Water Diver Manual
- PADI Open Water Diver Video
- The PADI Open Water Diver Course. Effective Marketing and Conduct video
- Career Tracking Tips for the Dive Professional video
- Recreational Dive Planner, The Wheel and table version
- Diving Knowledge Workbook
- Encyclopedia of Recreational Diving
- Discover the Underwater World video

- Discover the Underwater World, The Snorkeler's Field Guide
- Scuba: Experience Your First Breath video
- Discover Scuba Diving Flip Chart and Instructor Slate
- Scuba Tune-up Multimedia or guidebook
- Skill Evaluation Slate
- Peak Performance Buoyancy video

PERFORMANCE REQUIREMENTS

To be certified as a PADI IDC Staff Instructor, an individual must meet the following performance requirements:

- 1. Demonstrate acceptable performance on the Instructor Dive Theory Exam by scoring 100 percent initially or scoring 80 percent or higher on each section and having each missed item reviewed until mastery is achieved. If the IDC Staff Instructor candidate scores less than 80 percent on a section, administer a retest after reviewing the exam.**
- 2. Demonstrate acceptable performance on the Assistant Instructor Standards Exam by scoring 100 percent initially or scoring 80 percent or higher and having each missed item reviewed until mastery is achieved. If the IDC Staff Instructor candidate scores less than 80 percent, administer a retest after reviewing the exam.**
- 3. Score 80 points or higher (average 4.0 per skill by demonstrating the 20 skills listed on the PADI Skill Evaluation with no skill demonstration scoring less than 3.0.**
- 4. Score a 4.0 or higher on a knowledge development teaching presentation.**
- 5. Score a 4.0 or higher on a confined water teaching presentation.**
- 6. Attend the four Step Two – Knowledge Development sessions.**
- 7. Demonstrate consistency in teaching presentation evaluation scoring by meeting the following parameters:**
 - a. Score within plus or minus 0.4 of the control score on two out of three knowledge development teaching presentation evaluations.**
 - b. Score within plus or minus 0.4 of the control score on two out of three confined water teaching presentation evaluations.**
 - c. Score within plus or minus 0.5 of the control score on two out of three open water teaching presentation evaluations.**
- 8. Audit a complete IDC by observing all 20 required IDC curriculum presentation sections.**

CERTIFICATION PROCEDURES

Upon satisfactory completion of all performance requirements, the candidate may apply for certification as a PADI IDC Staff Instructor. This is done by submitting a completed IDC Staff Instructor Application to PADI along with the required photo and processing fee. The PADI Course Director certifying the candidate must ensure that all certification performance requirements are met. IDC Staff Instructors may not teach the PADI Assistant Instructor course or serve on staff during instructor development programs until receiving proof of certification from PADI.

UPGRADE PROCEDURES

It is required that PADI IDC Staff Instructors who were certified before January 2001 (under the previous course standards) upgrade their knowledge and skills before teaching PADI Assistant Instructor courses or staffing any instructor development programs. This is accomplished by attending a PADI IDC Staff Instructor Update, PADI IDC Staff Instructor Upgrade or auditing a complete PADI IDC Staff Instructor course. The PADI IDC Staff Instructor Upgrade may be conducted by a renewed, updated PADI Course Director. The PADI IDC Staff Instructor Upgrade consists of:

- Attending the Session Two presentation – Instructor Development Standards, Procedures and Curriculum
- Attending the Session Three presentation – How to Organize and Conduct the PADI Assistant Instructor Course
- Participating in Evaluation Training

After completing the upgrade, the PADI Course Director signs the PADI IDC Staff Instructor Upgrade Form and forwards it and the appropriate processing fee to PADI.

MEMBERSHIP AND RENEWAL

PADI IDC Staff Instructors are PADI Members with a special credential. To teach and certify PADI Assistant Instructors and staff PADI Instructor development programs, PADI IDC Staff Instructors must renew their credential annually. Instructors who don't renew their IDC Staff Instructor ratings may still renew as PADI Instructors, but may not participate as staff in any instructor development activities or teach PADI Assistant Instructor courses. IDC Staff Instructors who allow their rating to lapse may be required to retrain before resuming any IDC Staff Instructor responsibilities.

Annual renewal requirements include completing and signing the IDC Staff Instructor Renewal section of the PADI Membership Renewal Application and Annual Contractual Agreement. The Renewal Application must be submitted to PADI along with the annual membership fee and the additional IDC Staff Instructor renewal fee. Along with all other benefits of PADI Membership, renewed IDC Staff Instructors receive the *Instructor Development Newsletter* and standards-related mailings involving the *PADI Course Director Manual*.