

Applicant Information

Date of Submission:

AMPP Member Number:

Certification Type &
Number: NACE and/or SSPC

Course(s) Applying to Teach:

Have you taken course(s) in which you wish to teach? Please list all AMPP (SSPC or NACE) courses taken.

Yes, Score(if Known) _____

No

Personal Information

Applicant Full Name:

Best Phone Number to be Reached:

Alternate Phone:

Preferred Email:

Alternate Email:

Address Type: Work Home

Address (NO P.O. Boxes):

City:

State/ Province:

Zip:

Country:

Date of Birth: ____/____/____

Citizenship:

Passport # (if current):

Fluent Languages spoken: English Spanish French Chinese Portuguese Japanese Other please specify:

Years of prior teaching or public speaking experience:

Availability & Limitation Information

Annual availability for instructional assignments 2-4 weeks per year 4-8 weeks per year 10+ weeks per year

Periods in year when not available

Usual number of weeks' notice for acceptance
of assignments

Limitations to travel

Indicate any limitations to service as
an AMPP instructor

Signature: _____

Printed Name: _____

Date: ____/____/____
mm dd yy

Application Checklist

Completed application

Resume/ CV

Reference forms distributed to
three individuals

The completed application should be submitted to:
amppinstructor@ampp.org

Teaching Experience

PLEASE ATTACH ANY DOCUMENTATION THAT WILL SUPPORT YOUR APPLICATION

Please give us your experience as an instructor or lecturer.

Organization for which you have taught	Course Title	Number of Hours/course	# of times you have taught the course	Virtual or Face-to-Face (or both)	Lecture/hands on/or combination of both
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1

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2

Attach additional sheets if needed.

Certifications/Accreditations	Title	Date Received	Expiration Date	Cert Number
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1

2

Attach additional sheets if needed.

Please list other items you would like AMPP to consider such as awards, honors, published papers, memberships in other organizations, reasons for interest in becoming an instructor, etc.

APPLICANT STATEMENT

I certify that the information provided on this application is true and complete. I give AMPP permission to contact references listed on application and have asked those references to provide true and accurate responses.

I have read and understand:

- . all portions of the application**
- . that an incomplete application may delay processing and that I may be required to resubmit materials which are incomplete or need further clarification**
- . that submission of an application is not guaranteed acceptance as an instructor**

My signature and initials below indicate that I have read, understand and agree to the following: (please initial for each item)

I authorize AMPP to verify my suitability for instructor status and the information provided in this application with any person or organization listed in this application.

In exchange for AMPP's consideration of this application, I release AMPP and any persons, employers or organizations listed in this application from all claims or liability for providing information or opinions to AMPP.

This application does not create a contract or a guaranty of instructor status for any period. Instructor Status at AMPP continues only if both AMPP and I desire. Any modification of this arrangement must be in writing and signed by the Director of Education and Training at AMPP.

If approved as a AMPP contract instructor, I will follow all AMPP policies. My failure to do so could result in termination of my instructor status.

No representative of AMPP has made any representations or promises regarding my instructor status.

I understand that if I meet the qualifications, an interview is required to move forward.

Signature _____

Date:

Expectations and Responsibilities of an AMPP Instructor

Participants in AMPP education and training programs represent many cultures and diverse backgrounds. Instructors, by the nature of the contract, are expected to respect and embrace that diversity.

Instructors/peers are selected for these programs because of their technical expertise, their ability to serve as an Ambassador and their presentation skills, and for their belief in and respect for the AMPP mission.

As many of the participants are not members of AMPP, the instructor's image provides the first answer to the student's question, "What is AMPP?" The proper conduct and ethics of each instructor during a course is critical to the positive image of AMPP and can do much to encourage the desire for AMPP membership and to strengthen AMPP's education and training efforts.

The following expectations and responsibilities are provided to support AMPP instructors and peers in their critical front-line roles.

Expectations of an AMPP instructor include:

Ensure that I am active in maintaining my knowledge of those items taught in the classroom, related, but not limited to (a) inspection equipment, (b) application procedures, (c) surface preparation and application equipment, (d) worker safety and (e) environmental regulations for the location of my work.

Never represent myself to be proficient or profess to be an expert instructor on areas of corrosion control in which I am not qualified by knowledge and experience.

Avoid and discourage untrue, sensational, exaggerated, and/or unwarranted statements regarding my work in oral presentations, written text, and/or advertising media.

Never accept a bribe or gratuity in the classroom or in my work representing AMPP.

Maintain a reasonably formal stance with the students. The instructor/peer is expected to be professional and exercise good judgment in all instances.

Refrain from situations or actions which could leave students with the impression that favoritism is involved in any aspect of the instructor's/peer's relations with students. Especially to be avoided, but not limited to, is allowing students to buy instructor's/peer's meals, or other expenses.

Assure that no person will be discriminated against or be denied the benefits of any activity or program based on the individual's race, color, religious creed, sex, marital status, national origin, ancestry, sexual orientation, physical or mental disability, age or any other basis protected by federal, state, or local law, ordinance, or regulation.

Neat professional attire, consistent with the culture of the country in which the course is presented, is required. Appropriate classroom dress for instructors is typically business dress or business casual. Neither jeans nor sneakers are acceptable for classroom duties. Attire should always be neat, clean, and pressed.

Avoid using language that might be offensive to students from diverse backgrounds.

Responsibilities of an AMPP Instructor while teaching include:

Arrive in the classroom 30 minutes prior to the official start of class, to participate as required, even if not lecturing.

Conduct class presentations as assigned by the Lead Instructor (if not a Lead), and in accordance with instructor schedule for the course.

Protect the confidentiality of all AMPP intellectual property, with particular importance placed on exams and quizzes.

Provide the students, at the Instructor's option, after-hours assistance.

Remain at the course site until all examinations are administered and graded, paperwork is signed, and all materials have been packed and the hotel or AMPP staff representative (if present) is notified that packing is completed.

I understand that these are the expectations and responsibilities of an AMPP Instructor

Signature: _____

Printed Name: _____

Date: ____
mm/ dd/ yy

Applicant Information *(This section to be completed by applicant)*

Name of Instructor Candidate _____

Course(s) Applying to Teach _____

Reference Information *(This section to be completed by reference)*Name _____ Date / / Phone Number _____
mm dd yy

Email _____

Relationship to Candidate:**Check all that apply:**

Professional: The applicant was/ is a coworker in the same organization

Professional: The applicant was/ is my supervisor

Professional: I have/ had supervisory responsibilities over the applicant

Professional: Other *(Please specify)* _____Client: *(Please specify)* _____Customer: *(Please specify)* _____Personal *(not related)*Student of applicant *(Please specify organization course offered)* _____Other *(Please specify)* _____**Describe your knowledge of the applicant's technical capability in the subject matter:***(Attach additional sheets if necessary)* _____

_____**Rate the instructor candidate's public speaking/presentation skills:**

Attributes	Poor	Good	Excellent
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Professional Demeanor

Voice and Diction

Ability to Get Ideas Across

How long have you known the instructor candidate? _____ Years

Signature _____ Date / /
mm dd yy*Thank you for completing this reference form.***Return this form directly to:****Instructor Relations
Coordinator****Email:** amppinstructor@ampp.org**Mail:** 15835 Park Ten Place
Houston, Texas 77084, USA

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