



# New process for becoming a Course Director



We are pleased to announce a change to the process that enables our Advanced Instructors to become a Course Director more quickly.

Traditionally before an instructor could become a Course Director, they would have to instruct on 3 Advanced Courses and after a 12 month period they could become a Course Director.

In our new process, if you're an instructor in your first year of teaching, as soon as you have taught on 3 Advanced courses you will be eligible to become a Course Director.

If you are Instructor beyond your first year of teaching, once you have taught on 3 Advanced courses in the instructor review year 1 July – 30 June, you will also be eligible to become a

Course Director.

Once you meet this criteria, you will need to attend at a short webinar about the role of being a Course Director.

If you're already a Course Director you're welcome to attend a webinar if you are interested in a refresher.

This change will enable us to support our provider centres with the current demand for courses, by assisting our instructors into the Course Director role without the 12-month delay.

For more information about the new process or if you would like to book on to an webinar, please click the link below to find out more.

[Find out more](#)