Recertification DEMYSTIFIED

NAI Certification Department,
November 2013
AGENDA

- Basics of Recertification (amongst all categories)
- CIG recertification suggestions
- CIH recertification suggestions
- Professional certifications recert ideas
Basics of Recertification

- Certification lasts four years (expiration date on certificate).

- Cost for recertification: members $35; nonmembers $85.

- Certified individual provides documentation of 40 hours of continuing education completed during the 4-year period of certification.

- Continuing ed hours can be applied to multiple categories if appropriate, but each category requires a separate recertification fee & form submitted to NAI.
Why is recertification necessary?

• We believe it insures life long learning and professionalism of the field.
What kinds of things can I use as recertification?

- Take a college course (3 credit hours = 40 hours)
- Attend a NAI National Workshop or NAI International Conference (= 40 hours each)
- Attend a NAI Regional Workshop (= 24 hours of recert credit regardless how long the workshop is)
- Attend other workshops or seminars (1 day = equals 8 hours of training unless otherwise specified)
What kinds of things can I use as recertification?

- You can present at a professional conference (giving a 1-hr presentation = 6 hours of continuing ed)
  - *please note that interpretive presentations given in the regular course of job duties does not qualify. Please call NAI for questions.*

- You can take an online course with National Park Service/ Eppley. A basic certificate (= 8 hours) in any of the listed courses. Courses can be found at eppley.org
  - *Please note NAI members get a $20 discount for these courses, contact Emily at ejacobs@interpnet.com for the code*

- You can attend a NAI webinar (1-2 hours of continuing ed, depending on length of webinar) or join NAI Book Club (= 4 hrs)
What specifically can I count for my CIG?

• Attendance at first aid/CPR training (each hour counts as one hour of continuing ed)

• Attendance at summer seasonal training, volunteer training, etc. (annual training your employer provides)

• Attendance at Project WILD/WET, etc. workshops

• Observations of other interpretive programs
  • Can count towards 10 hours of the 40 required
What specifically can I count for my CIH?

- Attendance at first aid/CPR training (each hour counts as one hour of continuing ed)
- Attendance at summer seasonal training, volunteer training, etc. (annual training your employer provides)
- Attendance at Project WILD/WET, etc. workshops
- Customer service training sessions
What about the professional certs?

• Attendance at other NAI Certification workshops
  • Train-the-Trainer (Certified Interpretive Guide Trainer) (=40 hrs)
  • Certified Interpretive Host Trainer (=16 hrs)

• Take a 3-credit college course (= 40 hrs)
  • Please make sure the course is relevant to your certification category
What about the professional certs?

- Attend a Project WILD/WET, etc. workshop (each day = 8 hrs)
- Become a peer certification reviewer (=2 hrs/review)
  - Please contact Carrie at NAI, cmiller@interpnet.com if interested in being a reviewer. NOTE: you must already be certified in the category you review for.
How do I document my hours?

- Get a letter from supervisor
- Turn in a certificate of attendance (which notes number of course hours)
- Send in conference registration confirmation letter
- Submit a unofficial transcript (for college course credit)
- Use our continuing education document (see website for PDF)

Documentation must show your name/subject of training, instructor/sponsor signature, number of hours, and date.
What can’t I count as hours towards recertification?

• Your regular job duties or contracted work.

• Planning of events or programs (even for NAI).

• Things that have no relationship to the certification category.

• Watching interpretive films.
Other good things to know

• Please do not send in documentation piecemeal, but all at once.
  • Only complete (40 hours or more) documentation with paid application will be accepted.

• Membership is not required to recertify.

• Paperwork must be submitted within 30 days of certification expiration.

• It is the your responsibility to recertify.
What do you think?

Do you think the following items should be considered for recertification credit for a CIG? Take a look at the list to the right and then advance to the next slide to compare your answers with NAI!

- Watching a series of National Geographic films?
- Attending a walking tour of the Washington Mall?
- Took a college course on public speaking?
What do you think?

What do you think?

Watching a series of National Geographic films? NO

Attending a walking tour of the Washington Mall? YES (but only 10 hours total can be from watching interpretive programs)

Took a college course on public speaking? YES
What do you think?

Do you think the following items should be considered for recertification credit for a CIH? Take a look at the list to the right and then advance to the next slide to compare your answers with NAI!

Attend a company training on cash handling?

Attend a bird walk with a naturalist in a county park?

Take a college course on Tae kwon do?
Attend a company training on cash handling?  
YES

Attend a bird walk with a naturalist in a county park?  
YES (but only 10 hours total can be from watching interpretive programs)

Take a college course on Tae kwon do?  
NO
What do you think?

Do you think the following items should be considered for recertification credit for a CIT? Take a look at the list to the right and then advance to the next slide to compare your answers with NAI!

Teaching of a 4 day workshop?

Volunteering for a committee in my NAI region?

Attendance at Wilderness First Responder course?
Teaching of a 4 day workshop?
NO (you must be a participant, not the instructor, for hours to count)

Volunteering for a committee in my NAI region?
NO

Attendance at Wilderness First Responder course?
YES

What do you think?

How did you do?
STILL HAVE QUESTIONS?

Feel free to call the Certification Department at 970-420-1032 or 888-900-8283.