

- 46.1 **QUALIFICATIONS:** Shall be a registered Patroller or auxiliary and a OEC Instructor Trainer (OEC IT) or a OEC Instructor pursuing OEC IT certification, who is willing to make a commitment to maintain a high level of OEC instruction and evaluation at all Patroller levels in the Ohio Region. If not a Senior Patroller, must have successfully completed the Senior OEC evaluation. Must have at least one year's experience as a OEC Advisor at the Patrol or Section level and must have demonstrated good administrative and organizational skills.
- 46.2 **APPOINTMENT AND SUPERVISION:** Shall be appointed by the Region Director with the recommendation of the Division OEC Supervisor.
- 46.3 **GENERAL DUTIES:** Shall meet the applicable planning, reporting, budgeting and records requirements listed under Ohio Region Officer's and Advisors General Duties (section 8).
- 46.4 deleted
- 46.5 **SECTION OEC ADVISORS:** Shall recommend to the respective Section Chiefs, qualified Patrollers to serve as Section OEC Advisors and supervise all OEC activities in each Section. When possible, Patrollers recommended as Section OEC Advisor candidates shall be certified OEC ITs.
- 46.6 **OEC INSTRUCTOR TRAINERS (ITs):** Shall maintain an adequate corps of OEC Instructor Trainers (ITs) to insure that Quality Assurance Program guidelines are met by identifying and developing qualified candidates for the position of OEC IT from among experienced OEC instructors in the Region. Actual appointments to the position of OEC IT are made by the Division OEC Supervisor. Within each Section, the target ratio is one IT for every ten OEC instructors.
- 46.7 **OEC INSTRUCTOR TRAINING**⁵⁵: Shall organize OEC PHASE II instructor development courses and seminars to train, qualify, and maintain the qualification of OEC instructors as trainers and examiners of written and practical OEC evaluations at all levels. Shall independently or in coordination with other NSP advisors responsible for instructor training, organize, conduct or oversee NSP Phase I Training Patrollers Effectively Courses. Submits or supervises submission of Phase I, Phase I Instructor, and Phase II OEC Course Completion Records as required in 8.11 for the benefit of Senior Candidates.
- 46.8 **OEC INSTRUCTOR RECORDS:** Shall maintain current and accurate records for the activities of all OEC instructors within the Ohio Region. Shall insure that the Region's OEC Instructor records at the National office are kept up-to-date in a timely manner.
- 46.9 **OEC REFRESHERS:** Shall be responsible for the administration of the annual OEC refreshers in the Region in accordance with NSP and OEC standards and guidelines. Shall ensure that the OEC refresher calendar is available before the *DOWNHILL* September issue publication deadline and that refreshers are scheduled enough in advance for common mail notification of Patrollers. Shall work with Section OEC Advisors and Patrol Directors to ensure that at least one OEC refresher shall be scheduled in each Section every year and that these refreshers are planned and rehearsed. Shall ensure that all OEC Refreshers are administered by qualified OEC instructors assisted as necessary by patrollers or those with an expertise that will assure that the OEC educational objectives for that year are met. The Region OEC Administrator shall attend or arrange for a Section OEC Instructor Trainer from another patrol or section to attend each OEC refresher held in the Ohio Region.

⁵⁴ *NSP Policies and Procedures* Chapter 20 Section 20.10.3 defines NSP standard Region Administrator Responsibilities and Qualifications. Region requirements cannot contravene NSP policies.

⁵⁵ *NSP Policies and Procedures* Chapter 14 describes Instructor Development Programs. Region Instructor Development Administrator Responsibilities are in section 14.3.3, the OEC Phase II Course is defined in Section 14.4.5. The syllabus for the OEC Phase II course is in the *WEC Instructor's Manual*.

- 46.10 SENIOR OEC CLINICS: Shall schedule, administer and arrange for all Senior OEC clinics and evaluations in the Region. Submits or supervises submission of OEC Senior Clinic Course Completion Records as required in 8.11 for the benefits of Senior Candidates.
- 46.11 deleted
- 46.12 OEC EVALUATION RECORDS: Shall collect, compile, and report the names and scores of all individuals who take OEC written, and practical evaluations. Reports for Auxiliary, and Basic shall be compiled by the Section IT and/or the Course Instructor of Record and submitted to the Region OEC Administrator within ten days after each evaluation.
- 46.13 INSTRUCTOR ACTIVITY REPORTS: Shall send an annual OEC instructor activity status report copy to the Patrol Directors of the OEC instructors.
- 46.14 ANNUAL OEC REFRESHER STUDY GUIDE DISTRIBUTION: Shall determine if Patrollers across the entire Ohio Region have received the Annual OEC refresher edition of the *Ski Patrol Magazine* within a reasonable time after the issue was mailed by the National Ski Patrol. If for any reason the distribution has failed, the Region Administrator shall detect the fault early and devise an expeditious plan for providing the information to Region Patrollers well ahead of the first OEC refresher of the year.