



Policy on Trainer Selection Committee Selection

The mission of NWMAF is to promote the participation of women and girls in the martial arts. Special Training is our flagship event and one of the most effective methods we have for accomplishing our mission. Therefore, the selection of trainers is an especially crucial task, and the people who perform this duty must have certain qualifications, which these guidelines strive to identify. These guidelines are not meant to be a restrictive set of rules that must always be followed; rather, they should be considered an articulation of the ideals that should be represented by the selection committee membership.

Trainer Selection Committee Guidelines

It is desirable that each person on the Trainer Selection Committee meet the following qualifications:

- NWMAF member in good standing for at least 1 year
- Minimum 5 years of practice preferred in a martial art, healing art, or self-defense

A person may be invited by the Board to be on the committee, or they may volunteer for the committee by stating in writing that they meet the above qualifications. The Board may use their judgment to limit or restrict participation, as necessary.

Members of the committee must make the following agreements:

- They cannot apply to be trainers that year.
- They must agree to maintain confidentiality during and after the selection process, especially regarding concerns about an applicant's qualifications or suitability. (The Board will be responsible for addressing these concerns with the applicant.) Concerns and points of discussion may only be shared between the Board and the Trainer Selection Committee.
- They must agree to follow all relevant NWMAF policies.

Committee members are responsible for the following:

- Reviewing and providing feedback on every submitted class proposal.
- Collaborating on a recommended slate of trainers and classes, to be submitted to the Events Coordinator by the given deadline.

Members of the Trainer Selection Committee must not contact trainer applicants. The NWMAF Board is responsible for all communication with the trainer applicants. A Trainer Liaison (who may or may not have additional duties on the Trainer Selection Committee) may be appointed to be the point of contact between trainer applicants and the Board.

The NWMAF Board takes the committee's recommendations seriously, but always reserves the right to make changes to the proposed trainer list, class list, and schedule.

The NWMAF Board will have final approval of the trainers to be hired. The Board will send formal written notification of results to instructor applicants. The Board (or Trainer Liaison) will also be responsible for all further communication with selected instructors, including contracts.

Trainer Selection Committee Member Balance

When looking at the composition of the Trainer Selection Committee the following guidelines should be considered:

- Diversity of styles, ages, geographic locations, and ethnic backgrounds

- Mix of people who have been on the selection committee previously and people who have not
- More than one person who has been a trainer at an NWMAF or PAWMA camp
- The following Board positions should also be involved to some extent, to review submissions with an eye toward the offerings in their area of specialization:
 - NWMAF Self-Defense Coordinator
 - NWMAF Healing Arts Coordinator
 - NWMAF Youth Coordinator

There should be 6-9 people on the committee in all (including the three board members above), plus the NWMAF Events Coordinator.