



Colorado Division of Wildlife  
6060 Broadway  
Denver, CO 80216

APPLICATION INFORMATION SHEET  
COLORADO HUNTER EDUCATION INSTRUCTOR

**Prerequisites:**

1. Must be 18 years of age or older.
2. Must have successfully completed a **Colorado Hunter Education course** (regardless of age).  
**PLEASE NOTE:** Applicants will not be accepted until course is complete and roster is received.
3. Complete Hunter Education application and submit to the Hunter Education office for processing.

The Division of Wildlife will strive to recruit the most qualified instructors available. Our goal is to educate hunters to be safe, responsible, knowledgeable and involved. Further, we will strive to inform all interested citizens of the role of regulated hunting and wildlife management in the creation of a quality outdoor recreation experience. Every instructor accepts responsibility for all volunteer agreements as listed in the Standard Operating Procedure manual.

**Application Process:**

1. Prospective instructor completes application form and forwards to Hunter Education (HE) office.
2. The HE office will check prerequisites
3. A criminal background check will be done. (Applicant may be denied certification on the basis of this check.)
4. Applicant will be interviewed by the local DWM, Senior or Master HE Instructor. This is mainly to explain the program and to see if the applicant is the type of person we want as an instructor. A recommendation will be submitted to the HE Administrator.
5. Acceptance/denial letter will be sent from the HE office to the applicant.

If accepted into the program, applicant (now referred to as Apprentice) will be directed to a local Senior, Master or DWM to complete the student teaching portion of the training. An introductory portion of the Standard Operating Procedures (SOP) manual will be sent to the apprentice. Apprentice level instructors must instruct enough of the course by themselves, so the Master can reasonably evaluate their teaching skills.

**Apprentice Level:**

1. Serve as an Apprentice for at least one year.
2. Satisfactorily assist a Senior or Master HE Instructor or DWM with three classes
3. Receive 3 favorable evaluations from your Senior, Master or DWM.
3. Attend 2-day New Instructor Academy (NIA) within first two years. This is where you'll receive the full Standard Operating Procedures manual (SOP).

If all requirements to become an Instructor have not been met, the Apprentice will be deleted from the Colorado HE program.

**If all requirements are met, you will advance to the Instructor Level.**

**Instructor Level:**

1. Serve at the Instructor level for at least one year.
2. Be 21 years of age or older.
3. Complete our Home Correspondence Course (Test 1 will be in your SOP).

All certified Instructors receive a blaze-orange hat and vest, an instructor card and a free subscription to our Colorado Outdoor bi-monthly magazine.

**If all above requirements are met, you will be advanced to the Senior Level.**

(We do encourage team teaching, but at this level where you can teach on your own and sign cards).

**Senior Level:**

1. Serve at the Senior level for a minimum of two years.  
Teach 100 students or five classes.  
Take the four additional workshops:  
Survival and Orienteering  
Archery/Muzzleloading  
Wildlife Management  
Philosophy of Hunting

**If all above requirements are met, you will be advanced to the Master Level.**

**Master Level:**

Master instructors receive a sew-on patch, a brass belt buckle and a certificate showing this achievement. They are also certified under the NRA-IHEA training academy.

In order to remain certified, all instructors must teach at least ten (10) students in a two year period and attend at least one weekend workshop every two years. These are the absolute minimum requirements.

If you have any questions or concerns please call (303) 291-7233.

**EQUAL OPPORTUNITY STATEMENT - TITLE VI, CIVIL RIGHTS ACT**

The Colorado hunter education program receives federal aid in fish and/or wildlife restoration pursuant to the Pittman-Robertson Act. Under Title VI of the Civil Rights Act of 1964, the U.S. Dept. of Interior prohibits discrimination on the basis of race, color, or national origin. Any instructor, student or other person who believes they have been discriminated against in any program, activity or facility or who desires further information regarding VI should contact the following office:

Chief, Office for Human Resources  
U.S. Department of the Interior  
Fish and Wildlife Service  
Washington, D.C. 20240