



The purpose of this document is to provide job descriptions and define the roles and qualifications of a “PATH Intl. Mentor” and a “supervising instructor”, specifically as they relate to the PATH Intl. CTRI application requirements. Below are summaries of each role followed by a table listing the minimum qualifications that certified professionals in each role must hold, as well as the specific services they provide CTRI certification applicants.

**PATH INTL. MENTORS** provide comprehensive support to educate and guide instructors in training to be successful not only at certification, but also in their careers. A mentor’s overall goal is to prepare instructors-in-training to best perform the job of a therapeutic riding instructor, including duties outside of the arena, and encourage their professional development before, during and after certification. Mentors dedicate time to meeting with their mentees on a regular basis to provide and discuss feedback on skills for the instructor-in-training to build on, guide development of lesson plans and lesson notes, as well as spur self-reflection and professional development of their mentees. Mentorship may involve an investment of time and money, for both the mentor and mentee, to accomplish CTRI certification AND professional development.

PATH Intl. provides a training course to prepare EAS professionals to provide mentorship specifically to PATH Intl. certification candidates. Professionals who successfully complete this course are granted the PATH Intl. Mentor designation. This training is NOT required to mentor or supervise teaching hours and is NOT certification specific—it prepares professionals to mentor candidates in general, regardless of which PATH Intl. certification they are seeking. Individuals who have completed the PATH Intl. Mentor Training are able to:

- 1) Structure an EAS mentor program
- 2) Demonstrate and apply knowledge of the different certification processes and PATH Intl. Standards
- 3) Display diplomacy with mentee, volunteers and participants
- 4) Formulate effective communication methods with mentee
- 5) Demonstrate conflict resolution strategies
- 6) Employ realistic expectations for mentee
- 7) Provide appropriate feedback to mentee

PATH Intl. Mentors are prepared to deliver training, education, guidance and advice to PATH Intl. instructors in training before, during and after their pursuit of certification.

#### How can PATH Intl. Mentors be identified/located?

In the PATH Intl. membership directories, search results can be filtered in the left-hand menu to include individuals with a PATH Intl. Mentor status of “true”. This status means that they have completed the PATH Intl. Mentor Training course. A PATH Intl. Mentor status of “false” means the

individual has NOT completed the PATH Intl. Mentor Training course. *NOTE: Regardless of their mentor status, the individual may or may NOT have completed the requirements necessary to supervise CTRI applicant teaching hours.*

**SUPERVISING INSTRUCTORS** are PATH Intl. CTRI credential holders who take responsibility to supervise and guide PATH Intl. CTRI applicants through obtaining practical experience in equine handling and management and instruction of therapeutic riding. Supervising instructors provide only supervision of hours/activities, sign-off on parts I, II, IV and/or V of the CTRI application and fundamental guidance to successfully complete the CTRI certification process. Supervising instructors **MUST** have accrued a minimum of 120 hours of teaching therapeutic riding lessons since establishing the CTRI credential before they are considered eligible to supervise CTRI applicant teaching hours. They provide basic feedback on lesson plans, lesson notes and skills for the instructor-in-training to build on, spurring self-reflection and expanded competency. Supervising instructors do not typically supply education or guidance to prompt ongoing professional development.

The primary goal of a supervising instructor is to affirm, via signoffs, that the applicant is conducting equine care, horsemanship activities and therapeutic riding lessons safely and effectively in accordance with PATH Intl. Standards and the CTRI certification requirements. Review and discussion of lesson plans with the instructor-in-training will help achieve this goal.

#### How can supervising instructors be identified/located?

In the PATH Intl. Certified Professional [directory](#), PATH Intl. CTRI's with a Candidate Supervision status of "Eligible to Supervise CTRI Applicants" have earned the CTRI credential AND have been confirmed by PATH Intl. as having completed the requirements necessary to supervise CTRI applicant teaching hours. A Candidate Supervision status of "undefined" means that certified professional has not been confirmed by PATH Intl. to have completed the requirements necessary to supervise CTRI applicant teaching hours. It is important to note that a CTRI holder may be qualified to be a supervising instructor but has not submitted the necessary information to PATH Intl. to be listed in the directory as such. It is the applicant's responsibility to verify that a supervising instructor has completed the necessary requirements to be considered qualified to supervise their instruction of therapeutic riding lessons.

## ROLES COMPARISON TABLE

Qualifications for MENTORS of CTRI certification applicants:	Qualifications for SUPERVISING INSTRUCTORS of CTRI certification applicants:
<ul style="list-style-type: none"> <li>- Hold CURRENT PATH Intl. CTRI certification (<i>if they intend to supervise teaching hours</i>)</li> <li>- Understand the roadmap to certification and walk applicants through the certification process</li> <li>- Understand the CTRI job description and criteria</li> <li>- Understand the process and requirements to obtain CTRI certification</li> <li>- Understand the process and requirements to maintain CTRI certification</li> <li>- Understand PATH Intl. Standards and how they apply to instructors, centers, facilities and programs</li> <li>- Have more experience in the field of therapeutic riding than their mentees</li> </ul>	<ul style="list-style-type: none"> <li>- Hold CURRENT PATH Intl. CTRI certification (<i>may hold additional certifications</i>)</li> <li>- Have accrued a minimum of 120 hours of teaching therapeutic riding lessons since establishing the CTRI credential</li> <li>- Have a minimum of 120 cumulative career hours of experience in equine management</li> <li>- Have more experience in therapeutic riding instruction than the applicants they supervise</li> <li>- Understand the process and requirements to obtain CTRI certification</li> <li>- Understand PATH Intl. Standards and how they apply to instructors</li> </ul>
A MENTOR for CTRI certification applicants will:	A SUPERVISING INSTRUCTOR for CTRI certification applicants will:
<ul style="list-style-type: none"> <li>● Provide education &amp; support throughout the certification process</li> <li>● Provide guidance on how to best perform the job of a therapeutic riding instructor before, after and during certification</li> <li>● Provide sign-off or refer sign-off to another qualified professional for the Equine Handling Checklist Skills Hours form</li> <li>● Provide sign-off or refer sign-off to another qualified professional for the Equine Management Skills Checklist</li> <li>● Provide sign-off or refer sign-off to another qualified professional for the Working with People with Disabilities Experience Hours form</li> <li>● Oversee the Video Demonstration of Riding Instruction</li> <li>● Assess an instructor in training's readiness for certification</li> <li>● <i>If they are a CTRI with 120 hours of teaching TR lessons since establishing the CTRI credential:</i> Supervise, coach and sign-off on the 25 hours of supervised instruction of therapeutic riding lessons or refer sign-off to another qualified professional</li> </ul>	<ul style="list-style-type: none"> <li>● Understand the roadmap to certification and walk applicants through the overall certification process</li> <li>● Sign-off on the Working with People with Disabilities Experience Hours form</li> <li>● Supervise, coach and sign-off on the 25 hours of supervised instruction of therapeutic riding</li> </ul> <p>In addition, a <b>SUPERVISING INSTRUCTOR</b> for CTRI certification applicants <b>MAY ALSO</b>:</p> <ul style="list-style-type: none"> <li>● Assist with preparing the Video Demonstration of Riding Instruction</li> <li>● Sign-off on the Equine Handling Skills Hours</li> <li>● Sign-off on the Equine Management Skills Checklist</li> </ul>