# PATH Intl. Interactive Vaulting Instructor Certification Candidate Handbook



# The PATH Intl. Interactive Vaulting Instructor Workshop Overview and Certification Processes

We are thrilled you are interested in pursuing the PATH Intl. Interactive Vaulting Instructor Program! A PATH Intl. Interactive Vaulting instructor must demonstrate riding, teaching and lungeing ability as well as equine knowledge and, above all, safety while teaching equine-assisted lessons to all abilities.

An Interactive Vaulting Instructor is able to create a safe, dynamic environment that offers educational, social, creative, and movement opportunities to participants engaged in horsemanship activities, movements around, on and off the equine or barrel and gymnastic positions on the back of the equine. Being dually qualified as a therapeutic riding instructor, an Interactive Vaulting Instructor is also able to conduct an effective, safe and basic equestrian lesson to include the teaching of a riding skill to individuals with disabilities.

# PATH INTL. INTERACTIVE VAULTING INSTRUCTOR PROGRAM REQUIREMENTS

- Possess any level PATH Intl. Therapeutic Riding Instructor certification – CTRI, Advanced or Master TRI
- 2. Be 21 years of age or older
- 3. Be a PATH Intl. Professional Level Member
- 4. Purchase PATH Intl Interactive Vaulting Certification Application and Student Manual bundle
- 5. Submit Interactive Vaulting Instructor Application
- 6. Submit proof of current Adult & Child CPR and First Aid Certifications (100% online courses are accepted)

- 7. Submit documentation of 20 hours instructing interactive vaulting lessons at a PATH Intl. center
- 8. Submit documentation of 30 hours of lungeing
- 9. Successfully complete the online PATH Intl. Standards Course and exam (exam score valid for one year)
- Successfully complete the online, timed and proctored PATH Intl. Interactive Vaulting Instructor certification exam (exam score valid for two years)
- 11. Attend a PATH Intl. Interactive Vaulting onsite workshop and certification event

# PHASE I: PATH INTL. INTERACTIVE VAULTING ON-SITE WORKSHOP

# **Being Physically Prepared**

Please note that this workshop requires a great deal of physical activity. Interactive activities will take place on, around and off both equines and a vaulting barrel. If you have any concerns regarding your ability to participate due to limitations as the result of a disability, injury or medical condition, please refer to the accommodations section of this booklet.

# **Workshop Overview**

Faculty will walk, trot, and canter you through the basics of Interactive Vaulting. Activities include proper lungeing technique and appropriate tack, ground exercises, barrel work and group-oriented activities both on and off the equine:

❖ Vaulting: Daily interactive vaulting sessions led by the workshop faculty provide examples of interactive vaulting sessions as well as an

opportunity for the participants to experience interactive vaulting for themselves. Student groups may also be brought in for demonstration.

- ❖ Interactive Activities: Participants will learn and participate variety of activities to promote interaction, creativity, awareness and memory. Guided lesson planning and practice teaching sessions assist participants in choosing appropriate activities for specific groups of students.
- Lungeing Equipment: Daily lungeing practice for all participants allows for feedback from faculty and experience choosing appropriate equipment for a variety of equipment.
- ❖ Practice: Participants will have the opportunity to teach interactive vaulting sessions, lead activities and vault on the equine or barrel. Basic vaulting movements will be taught with an emphasis on safety, spotting and determining when a student is ready to attempt movements on a moving equine.
- ❖ Equines: Training and selection of the interactive vaulting equine will be discussed. Conformation, temperament, sensitivity etc.

## PHASE II: ONLINE CERTIFICATION EXAM

Candidates must complete the PATH Intl. Interactive Vaulting Instructor online certification exam PRIOR to attending certification. A passing score on the exam is required in order to be eligible for certification.

The online exam is a two hour, closed-book proctored exam delivered through the PATH Intl. online exam platform. It must be taken at a Premier Accredited Center under the supervision of a proctor (preferably a PATH Intl. Certified Professional who abides by the PATH Intl. Code of Ethics). Exam administration instructions are defined in the proctor letter in the booklet

The exam covers topics such as:

- Instructional concepts taught in the PATH Intl. Interactive Vaulting workshop
- Proper vaulting equipment position, handling and adjustment
- Proper usage of voice aids, lungeing whip and lunge line
- ❖ PATH Intl. Standards
- ❖ PATH Intl. Alternative Helmet Guidelines

Please note the mandatory standard VA1\* and how it pertains to interactive vaulting instructor candidates.

The standard reads: Is there written evidence that all vaulting sessions are conducted or directly supervised by a currently certified Professional Association of Therapeutic Horsemanship International Certified Vaulting Instructor?

Interpretation: Current PATH Intl. Vaulting
Instructor certification demonstrates compliance with
this standard. The vaulting instructor must hold one
level of PATH Intl. Riding Instructor certification
before pursuing a PATH Intl. vaulting certification.
"Directly supervising" means the instructor is at the
activity site and is aware of and responsible for the
program activity in the arena or on the premises.

# This Standard is intended for centers that offer Interactive Vaulting as part of their Equineassisted Services.

The lungeing and teaching hours required for interactive vaulting certification eligibility do not need to be under the supervision of an instructor that holds a particular certification and/or particular credentials. Although interactive vaulting sessions at PATH Intl. Centers must be under the direction of a PATH Intl. Certified Interactive Vaulting Instructor (as per VA1 Mandatory\*), practice hours can be obtained if students are not participating. For example, interactive vaulting instructor candidates can accrue practice hours by teaching their peers (such as other TRI's) and volunteers during specifically designated practice periods. Candidates are encouraged to follow the guidance given at the interactive vaulting workshop as well as from the suggested resources within this booklet.

# WHAT TO EXPECT AT A PATH INTL. INTERACTIVE VAULTING ON-SITE CERTIFICATION

## **Certification Overview**

The following are the components that will be evaluated during the certification process. Successful completion of each component is required to achieve PATH Intl. Interactive Vaulting Instructor status.

# **Lungeing Component**

Candidates will be assigned one equine to demonstrate a 5 minute warm up, 10 minute lungeing component, and have a 5 minute oral exam.

- Candidates must show walk, trot and canter both directions
- Candidates will be evaluated in terms of lungeing skills, the training scale, as wells as potential training progression for the equine.
- Candidates will be evaluated on handling of lungeing equipment and ability maintain control of the equine

# Any of the following will result in an automatic "Does not meet criteria" for the lungeing component.

Handling of equipment:

- Dropping the whip to the ground and attempting to retrieve it
- Dropping line to ground without control of equine
- Switching sides of equine without switching

• the lunge line attachment

# Lungeing:

- Equine backing up with no correction
- Counter canter/cross canter without correction

# <u>Candidates found not to meet criteria for</u> <u>lungeing will NOT be permitted to proceed with</u> <u>additional components.</u>

## **Vaulting Positions Component**

Candidates have 5 minutes to demonstrate the vaulting positions themselves then will have 15 minutes to teach the basic vaulting positions to a volunteer vaulter on a vaulting barrel.

- Candidates will be scored based on their knowledge, teaching techniques and adaptations for the ability of the individual vaulter for the 10 basic vaulting positions listed below.
  - 1. mount
  - 2. basic seat
  - 3. mill
  - 4. box
  - 5. kneel
  - 6. flag
  - 7. stand
  - 8. clicks
  - 9. scissors
  - 10. dismount
- Candidates should place particular emphasis on safety concepts such as
  - when, where and how vaulter should hold
  - leg positions
  - what positions are a concern with helmets
- Empathy for equine should also be evident. For example, considerations for the equine while mounting, vaulter toes digging in and weight shifts etc.

## **Interactive Vaulting Instruction Component**

The Interactive Vaulting Instruction Component Candidates will teach a **20-minute** interactive vaulting lesson with 3 vaulters.

- Candidates will be evaluated on teaching methods and instruction techniques as relevant to the PATH Intl. Interactive Vaulting Instructor criteria.
- Candidates must incorporate use of the vaulting barrel in at least one activity

Candidates must demonstrate the walk and trot (in side reins) with vaulters during their lesson. Demonstration of the canter with mounted is not required if not appropriate for the vaulters

**Instruction Component:** 

Order of candidates will be drawn at random

Candidates will receive equine/vaulter profiles ahead of time to prepare their lesson plans

Candidates will submit their lesson plans to the evaluators prior to their lesson

# Any of the following will result in an automatic "Does not meet criteria" for the instruction component.

- Dropping line to ground without control of equine
- Equine backing with no correction
- Dropping the whip to the ground and attempting to retrieve it
- Counter canter and cross canter without correction
- Switching sides of equine without switching lunge line snap
- Vaulter mounted without helmet
- Gate open
- Side reins not detached for mounting outside the lungeing area/circle

### **Exit Interviews**

Once all candidates have completed the lesson component, the evaluators will meet to complete written reports for each candidate. Individual exit interviews will be scheduled at 15 minute intervals the final day to review each candidate's results. All evaluations will be based on the PATH Intl. Interactive Vaulting Instructor criteria.

**ON-SITE CERTIFICATION RESULTS** At the completion of the on-site certification,

completion of the on-site certification, candidates will be notified of their results and receive a copy of their evaluation during their exit interview with the evaluators. These documents are provided as proof of successful or unsuccessful completion of the certification components.

IMPORTANT: on-site certification results are NOT official until the candidate receives official Upon conclusion of the certification, the results are sent to PATH Intl. to be processed. PATH Intl. is not able to discuss the details of your certification status or resubmission options prior to processing your results. Please refrain from contacting PATH Intl. regarding the status of your results.

# RESULTS NOTIFICATION FROM PATH INTL.

Formal notification of certification results will be sent to the candidate by PATH Intl. within 45 days after the completion of the certification.

Depending on their certification results, candidates can expect notification of their results as follows:

# 1) Candidates who are found to meet criteria for all components:

Candidates will receive an instructor certificate from PATH Intl. within 45 days after the certification. Annual compliance requirements must be adhered to in order to maintain instructor status. Compliance must be submitted to PATH Intl. annually on the date of membership renewal (determined by the date membership was established), not the certification date.

# criteria for the lungeing component: Video resubmission is not an option. Candidates who are found not to meet criteria for lungeing must repeat the certification process starting from the online instructor certification exam and attend another on-site certification. All components must be successfully completed on-site in order to earn instructor certification. Candidates have 24 months from the date of their results notification letter to complete on-site resubmission.

# 3) Candidates who are found not to meet criteria ONLY the vaulting positions component:

Candidates have 12 months from the date of their results notification letter to complete video resubmission for vaulting position component. Instructions for video resubmission will be provided with the results notification letter. Candidates must demonstrate a 30 minute interactive vaulting lesson with at least 3 vaulters in order to successfully resubmit.

Candidates who do not resubmit within the 12 month timeframe forfeit their original certification results and must attend an on-site certification again and complete all 3 components again in order to earn certification.

NOTE: The workshop expiration date of 2 years still applies during the resubmission period. If a candidate's workshop is more than 2 years old, the workshop must be repeated before the candidate can resubmit.

# 4) Candidates who are found not to meet criteria ONLY the instruction component:

Candidates have 12 months from the date of their results notification letter to complete video resubmission for vaulting position component. Instructions for video resubmission will be provided with the results notification letter. Candidates must demonstrate a 30 minute interactive vaulting lesson with at least 3 vaulters in order to successfully resubmit.

Candidates who do not resubmit within the 12 month timeframe forfeit their original certification results and must attend an on-site certification again and complete all 3 components again in order to earn certification.

NOTE: The workshop expiration date of 2 years still applies during the resubmission period. If a candidate's workshop is more than 2 years old, the workshop must be repeated before the candidate can resubmit.

# **ACCOMMODATIONS**

An accommodation is an adjustment or an adaptation of a component or components of the registered instructor certification process in order to meet the special needs of a candidate.

Reasonable accommodations may be granted to qualified individuals with known disabilities, unless doing so would result in a fundamental change to the certification criteria, create an undue hardship or cause a direct threat to health or safety.

Requests for an accommodation to any part of the process must be made in writing by the candidate and submitted to PATH Intl.. Please visit the website at <a href="http://www.pathintl.org">http://www.pathintl.org</a> to obtain the PATH Intl. Reasonable Accommodation Policies and Procedures instructional booklet for the necessary forms.

Accommodation requests should be submitted with the initial instructor application. An accommodation request may be submitted after the instructor application has been received by PATH Intl., but sufficient processing time should be provided prior to the intended date of certification.

<u>Please allow up to 60 days to receive</u> accommodation request results in all cases.\*

## RECOMMENDED RESOURCES

## **LUNGEING**

Lungeing, The German Riding and Driving System: Book 6, The Official Handbook of the German National Equestrian Federation, The Kenilworth Press Ltd, 1994, ISBN 1-872082-16-5

The USPC Guide to Longeing and Ground Training,

Susan E. Harris, Howell Book House, 1997, ISBN 0-86705-640-0

Lungeing Manual, edited by Gerhard Politz, USDF, 1996

## INTERACTIVE & COMPETITIVE VAULTING

Hello Bob! +49 Other Interactive Vaulting Games, Gisela Heimseth-Rhodes, fairtidefarm.com or knightsbooks.com

Equestrian Vaulting, A handbook for vaulters and vaulting trainers, Wiemers, Jutta, J.A. Allen & Company Ltd., 1994, ISBN 0.85131.595.X

The Compulsories, Emma Drinker and Isabelle Bibber, AVA 2001, americanvaulting.org

Training for Vaulting Coaches, Isabelle Bibber and Emma Seely, americanvaulting.org

Vaulting Handbook, USPC Handbook and Rules for Vaulting, ponyclub.org

Spirit of Vaulting Poster, American Vaulting Association, americanvaulting.org

Vaulting, The Art of Gymnastics on the Moving Horse, Elizabeth Friedlaender, 1970

# Interactive Vaulting Road Map to Certification:

Interactive Vaulting Certification Application:

21 years of age or older

Current PATH Intl. Professional Instructor Member and compliant, certified PATH Intl. Therapeutic Riding Instructor at CTRI, Advanced or Master level

Purchase PATH Intl Professional Level Membership

Purchase PATH Intl Interactive Vaulting Application and Student Manual

Submit Interactive Vaulting Instructor Application Submit proof of adult & child CPR and first-aid certifications

# **Interactive Vaulting Workshop Prerequisites:**

Complete the online proctored Interactive Vaulting Instructor exam (score valid for 2 years)

Complete the online PATH Intl. Standards Course and exam (score valid for 1 year)

Submit a minimum of 50 practice hours to include:

**20** hours teaching Interactive Vaulting (cannot also be counted for lungeing hours)

AND

30 hours lungeing

(cannot also be counted for teaching hours)

Attend an on-site PATH Intl. Interactive Vaulting workshop and Certification event

PATH Intl.
Interactive Vaulting
Instructor status
Renew Annually

NOTE: This diagram is intended to be a general checklist/overview of the application and certification process. Please thoroughly review the Interactive Vaulting instructor certification handbook, criteria and policies & procedures booklets for details about expectations for each component within the process.

# Sample Schedule for the PATH Intl. Interactive Vaulting 3 Day Workshop

DAY 1

8:00am Registration

8:30-9:00am Introductions, schedule, tour

9:00-10:15am Vaulting session, demonstration w/workshop participants

10:15-10:30am Break

10:30am-12:00 What is interactive vaulting, benefits, population, phases of a vaulting session

12:00-1:00pm Lunch

1:00-1:30pm Intro to Lungeing

1:30-2:30pm Vaulting/Lungeing Equipment

2:30-3:30pm Lungeing exercises without equines; intro to lunge line and whip

3:30-3:45pm Break

3:45-5:15pm Lungeing with equines

DAY2

8:30-10:00am Stretching Exercises – Warm Up Games (Barrel & Ground)

10:00-10:15am Break

10:15-11:30am Barrel: Vaulting Positions

11:30am-12:30pm Lunch 12:30-2:30pm Lungeing 2:30-2:45pm Break

2:45-4:15pm Vaulting Session w/Kids & Reflection 4:15-5:00pm Guided Lesson Planning – Give Scenarios

DAY3

9:00-10:00am Choosing & Training Vaulting Equine

10:00-10:15am Break 10:15-11:45am Lungeing

11:45am-1:15pm Divide into groups – Lesson Planning & Lunch

1:15-2:15pm Role Play (Participants Teaching)

2:15-2:30pm Break 2:30-3:15pm Reflection

3:30-4:30pm Vaulting Session w/kids

4:30-5:00pm Reflection

5:00-5:30pm Standards Review/Certification

Please contact the host site for schedule and travel information specific to the event you wish to attend.

# PATH INTL. INTERACTIVE VAULTING CERTIFICATION PROGRAM

# INTERACTIVE VAULTING INSTRUCTOR APPLICATION

Name of Candidate:		Email (	Email (required):				
Ad	ddress:						
Cit	ty:eferred phone: ()	State:	Zip:				
Pre	eferred phone: ()						
PA	ATH Intl. Center Affiliation (if applicable	e):					
	ease complete entire checklist:						
1.	☐ I am at least 21 years of age.						
2.	☐ I have enclosed front and back copie are accepted).	es of my current First Aid and A	dult and Child CPR cards (10	0% on-line courses			
3.	☐ I am a current PATH Intl. Professional Level Member. Membership#						
	AND						
	My PATH Intl. CTRI, Advanced T	☐ My PATH Intl. CTRI, Advanced TRI or Master TRI certification is current/compliant.					
4.	☐ I have enclosed the Application Fee	of \$100					
5.	☐ I have enclosed the Student Manua	l Fee of \$75 (will be available as a d	lownload after purchase)				
6.	☐ I am able to complete the certification process as outlined and do not need an accommodation.  OR						
	☐ I am unable to complete the certification	ation process as outlined and hav	re:				
	☐ Downloaded the Reasonable Acco☐ Included my written accommodation			_			
	I have carefully read and fully under						
-	ooklet.						
		(Date)					
TC	OTAL Payment: \$(	Application fee and Student Manual for	ee)				
Sig	gnature:	Date:					



Dear Proctor,

Please see the PATH Intl. Interactive Vaulting Instructor online exam administration policies below for instructions on administering this exam to candidates.

*Proctor and candidate:* your signatures on the bottom of this form acknowledge that you are agreeing to abide by the policies listed below. A separate letter must be signed and submitted for each candidate.

When the exam is complete, please return this letter to PATH Intl.

## INTERACTIVE VAULTING EXAM ADMINISTRATION POLICIES

- 1. Must be taken at a Premier Accredited Center.
- 2. The exam is a closed book, online exam. A paper copy of the exam may only be administered if the candidate has received a testing accommodation from PATH Intl. An official letter from PATH Intl. verifying this accommodation MUST be supplied to the Proctor by the candidate.
- 3. If the candidate needs reading or writing assistance, the Proctor is expected to honor the accommodation parameters as defined in the accommodation letter from PATH Intl.
- 4. Exam time limit is two hours (unless otherwise defined by the accommodation letter from PATH Intl.)
- 5. All books and personal articles, including cell phones and electronics, must be cleared from the table during the exam.
- 6. The candidate is not allowed to leave the room once the exam has begun.
- 7. The Proctor is not allowed to answer any questions from the candidates during the examination.
- 8. Only candidates who are eligible to take the exam are allowed in the exam room.
- 9. If a *paper copy* of the exam is administered, the exam should be scored by the Proctor and the score should be emailed to the PATH Intl. office immediately upon completion of the exam. The scored exam should then be mailed or scanned and emailed to PATH Intl. and the exam key destroyed.

Signature of Proctor:

Signature of Proctor:

I, the candidate, have read the policies for administering the PATH Intl. Interactive Vaulting Instructor online exam and promise to uphold the policies as defined above. I will not share copies of this exam with any individuals, nor share specific questions on the exam with others. I understand the score I attain on this exam is valid for two years.

Printed Name of Candidate:

Date:

Date:

Please Email this completed form to the PATH Intl. office. certificationrequirements@pathintl.org

# **DOCUMENTATION OF INTERACTIVE VAULTING TEACHING HOURS**

Additional forms may be used for additional hours.

Name of Cand	lidate:			Member#:	<u> </u>
Address:					
City:		State:		Zip:	
Date	PATH Intl. Center	Type of group (lesson w/ students, practice w/ volunteers, etc.)	# of vaulters	Supervising PATH Intl. Certified Professional's name and PATH Intl. # (required)	Hour
				TOTAL HOURS (minimum of 20 overall)	
		, verify that			
	ΓΗ Intl. Certified Professional's Pr	inted Name)		(Candidate's Printed Name)	
s practiced en	nergency response procedure	s, <u>including demonstration</u>	of an en	nergency dismount.	
I have confirm form are <b>curre</b>		rship AND certification of each is not valid without the certified the information recorded a		ntl. Certified Professional signing off of ofessional's member ID(s).	on this
Instructor C		•		Date:	
				Date:	
				Date:	



Candidate: Please submit this form to PATH Intl via email at certificationrequirements@pathintl.org

# PATH Intl. Interactive Vaulting Instructor **DOCUMENTATION OF LUNGEING HOURS**

Additional forms may be used for additional hours.

Hours cannot be counted twice (i.e. lungeing hours cannot also be counted for teaching hours).

Name of Candidate:			Member#:		
Address:					
City:			State:	Zip:	
Date	PATH Intl. Center	Side reins (Y/N)	Equipment	Notes: (equine in training, schooling session, with/wo rider or vaulter etc.)	Hours
				TOTAL HOURS (minimum of 30 overall)	
I have confirm form are curre				TH Intl. Certified Professional signing or g professional's member ID(s).  is accurate and factual.	ff on this
Instructor Ca	andidate's Signature:	·		Date:	
				Date:	
-al-				Date:	
PATH NTERNATIONAL	Candid		bmit this form to	to PATH Intl via email at @pathintl.org	

# PATH Intl. Interactive Vaulting Instructor Certification Candidate Personal Reference

NOTE: Reference cannot be related to the candidate nor be the same individual as the professional reference.

Instructor candidate's name:			
Name of reference:		Date of birth:	:
Address:	City:	State:	Zip:
Phone Day:	Evening:		
In what capacity do you (the reference) known	ow the candidate?		
How many hours of interactive vaulting ins candidate's knowledge of horses and hors		olicant completed? Eva	lluate the
Evaluate the candidate's understanding of in	ndividuals with disab	ilities and riding. (Plea	se attach extra
sheets if necessary):			
Signature of reference:		Date:	

Candidate: Please submit this form to PATH Intl via email at certification requirements@pathintl.org

# PATH Intl. Interactive Vaulting Instructor Certification Candidate Professional Reference

Instructor candidate's name:					
Name of reference:		Date of birth:			
Address:	City:	State:	Zip:		
Phone Day:	Evening:				
In what capacity do you (the refer	ence) know the candidate?				
How many hours of interactive value of andidate's knowledge of horses		cant completed? Ev	aluate the		
Evaluate the candidate's understan sheets if necessary):	ding of individuals with disabili	ties and riding. (Ple	ase attach ex		
2		Data			
Signature of reference:		Date:			

Candidate: Please submit this form to PATH Intl via email at certificationrequirements@pathintl.org



## PATH Intl. Event Code of Conduct

PATH Intl. is committed to providing a safe, professional and inclusive experience for all individuals participating in PATH Intl. events. All attendees at PATH Intl. events are expected to conduct themselves with integrity in a cooperative and courteous manner and not engage in disruptive behavior, disorderly conduct or intentionally interfere in the freedom of expression of others. Expectations include, but are not limited to:

- Support a welcoming and positive environment
- Respect the views of others
- Engage positively in group conversations and/or activities
- Encourage redirection of negative behaviors, responses or communication

Disruptive behavior or disorderly conduct compromises the learning environment that attendees and PATH Intl. representatives have invested their time and money to attend. "Disruptive behavior" or "disorderly conduct" means behavior that a reasonable presenter or attendee would view as intentionally interfering with normal event functions or activities. Examples include, but are not limited to:

- Persistently speaking or commenting without being recognized or interrupting other speakers
- Behavior that distracts from the subject matter or discussion
- Refusal to comply with faculty/presenter direction, including refusal to work in a group
- Behavior that has a negative impact on the learning environment
- Audibly using a cell phone during a classroom session (unless as an assistive device)
- In extreme cases, physical threats, harassing behavior or personal insults

In cases where an attendee conducts themselves in a manner that detracts from a respectful and conducive learning environment, PATH Intl. representatives will provide a warning to communicate the specific concerns about the attendee's conduct. If the attendee does not appropriately respond to sufficiently ameliorate the situation, PATH Intl. representatives are authorized to excuse that attendee from the activity by, but not limited to, the following:

- 1) Temporary or total dismissal from the room in which the PATH Intl. activity is being held
- 2) Temporary or total dismissal from the facility or grounds hosting the PATH Intl. event
- 3) Temporary or total dismissal from the PATH Intl. professional event

Dismissal from a PATH Intl. event may result in forfeiture of registration fees, certificate of participation or completion and/or certification results.