



USA Archery Levels 1 & 2 Instructor Certification

Practical Class & Exam Hosted by: Northwest Technical Archery

The updated process to become a USA Archery Level 1 and Level 2 Instructor utilizes a blended learning process comprised of two components: an online course and an in person practical course. The online course must be completed first and covers the information presented in the Level 1 and Level 2 manuals. The in person practical course will be facilitated by a certified USA Archery Instructor Trainer and will focus on developing the practical skills necessary to safely and effectively instruct archery.

This document will get you familiar with the steps needed for each level of certification, help you understand the topics covered in each level, and outline the reservations/payment process and cancellation/refund policy.

If you have questions about which level is right for you, or need clarification on the enrollment process, contact us at: (360) 602-1673, NWTechnicalarchery@gmail.com



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How to become a USA Archery Level 1 Instructor

<https://www.usarchery.org/coaches/become-a-coach/level-1-instructor-certification>

1. Meet all the pre-requisites
 - a. Be age 15 or up
 - b. Be a member of USA Archery
 - i. <https://www.usarchery.org/memberships/become-a-member>
(Recreational Level membership ok)
 - ii. Cost is between \$20-\$70 per year depending on membership level
2. Sign up for and successfully complete the Online Level 1 Course
 - a. Accessed in your Sport80 Platform once you are a member
 - b. Cost is \$40 plus tax, via USAA
3. Sign up for the practical class with Coach Mike at NWTA
 - a. Sign up using the USA Archery Sport80 page so you can get credit for attending
 - b. Cost is \$100, see below for NWTA payment options
4. Pass this class and become a certified instructor!

Total Cost Level 1: \$20 (minimum USAA membership), + \$40 (Online Level 1 Course) + \$100 (Practical Class and Exam)= \$160

Level 1: Topics Covered

Online (Prior to In-Person Class)	In Person Practical
<ul style="list-style-type: none"> • Chapter 1: Range Set Up and Safety 	Module 1: Range Set Up and Safety
<ul style="list-style-type: none"> • Chapter 2: Equipment 	Module 2: Outfitting a Class with Equipment
<ul style="list-style-type: none"> • Chapter 3: Outfitting a Class with Equipment 	Module 3: Teaching the National Training System Steps of Shooting - Recurve
<ul style="list-style-type: none"> • Chapter 4: Steps of Shooting 	Module 4: Teaching the First Shot and Try Archery
<ul style="list-style-type: none"> • Chapter 5: Teaching the First Archery Class 	Module 5: Introduction to Coaching Techniques
<ul style="list-style-type: none"> • Chapter 6: Coaching Techniques 	
<ul style="list-style-type: none"> • Chapter 7: Creating a Program and Lesson Plans 	
<ul style="list-style-type: none"> • Chapter 8: Equipment Inspection and Repair 	
<ul style="list-style-type: none"> • Chapter 9: Adapted Archery, Equipment and Resources 	
<ul style="list-style-type: none"> • Chapter 10: Archery Programs and Grants 	

NOTE: You can complete the Level 2 certification process without being a Level 1.
You can entirely skip level 1 if you want to.

How to become a USA Archery Level 2 Instructor

<https://www.usarchery.org/coaches/become-a-coach/level-2-instructor-certification>

1. Meet all the pre-requisites
 - a. Be age 18 or up
 - b. Be a full member of USA Archery
 - i. <https://www.usarchery.org/memberships/become-a-member>
 - ii. Cost is \$70
2. Successfully complete US Center for SafeSport Training
 - a. Done online in your Sport80 Account
 - b. No cost for this class and certification
3. Successfully complete a USA Archery Background Screening
 - a. Done online in your Sport80 Account
 - b. MUST BE COMPLETED BEFORE taking the practical!
 - c. Cost is \$35 via USAA
4. Sign up for and successfully complete the Online Level 2 Course
 - a. Accessed in your Sport80 Platform once you are a member
 - b. Cost is \$50 plus tax via USAA
5. Sign up for the practical class with Coach Mike at NWTAA
 - a. Sign up using the USA Archery Sport80 page so you can get credit for attending
 - b. Cost is \$200, see below for NWTAA payment options
6. Pass this class and become a certified instructor!

Total Cost Level 2: \$70 (full USA Archery membership), + \$35 (USA Archery Background Screening) + \$50 (Online Level 2 Course) + \$200 (Practical Class and Exam)= \$355

NOTE: You can complete the Level 2 certification process without being a Level 1.
You can entirely skip level 1 if you want to.

Level 2: Topics Covered

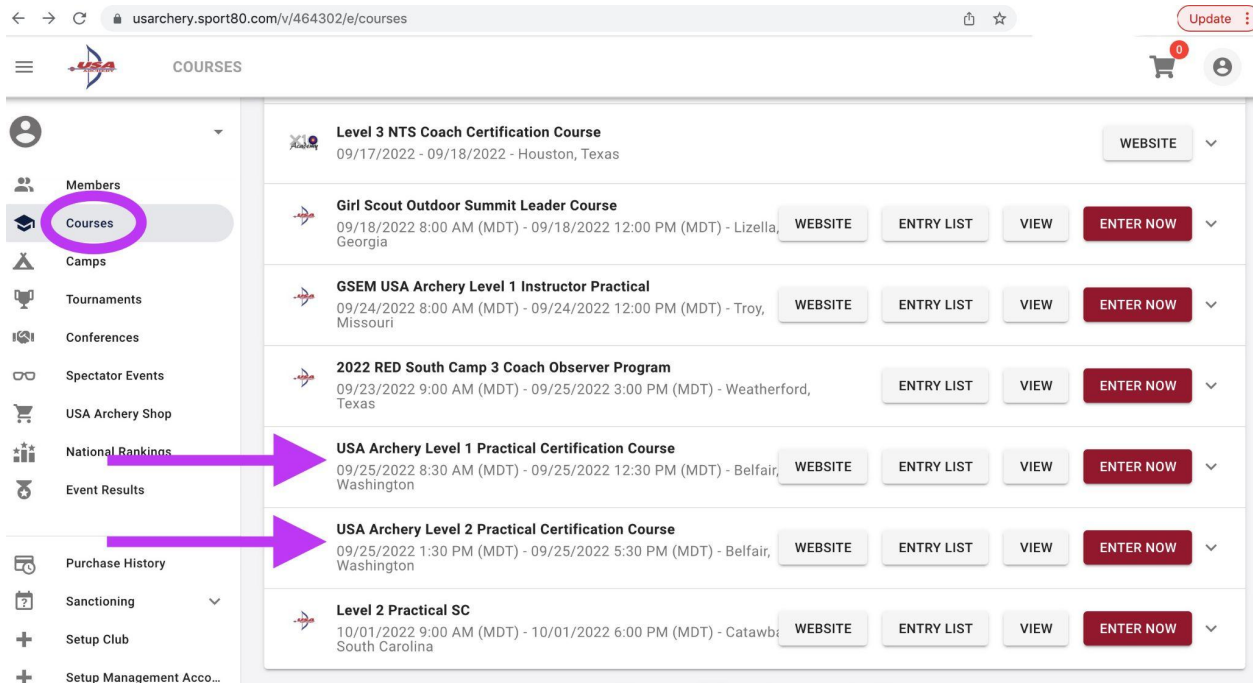
Online (Prior to In-Person Class)	In Person Practical
Chapter 1: Range Set Up and Safety(Level 1)	<ul style="list-style-type: none"> ● Module 1: How to Teach Range Set Up and Safety
Chapter 2: Equipment(Level 1)	<ul style="list-style-type: none"> ● Module 2: Outfitting a Class with Equipment
Chapter 3: Outfitting a Class with Equipment(Level 1)	<ul style="list-style-type: none"> ● Module 3: Teaching the National Training System Steps of Shooting - Recurve
Chapter 4: The National Training System Steps of Shooting - Recurve Bow	<ul style="list-style-type: none"> ● Module 4: Teaching the First Archery Class

Chapter 5: Teaching the First Archery Class	<ul style="list-style-type: none"> Module 5: Introduction to Coaching Techniques
Chapter 6: The National Training System Steps of Shooting - Compound Bow	<ul style="list-style-type: none"> Module 6: Outfitting an archer with Equipment
Chapter 7: Equipment and Accessories	<ul style="list-style-type: none"> Module 7: Teaching the National Training System Steps of Shooting - Compound
Chapter 8: Outfitting an Archer with Equipment and Accessories	<ul style="list-style-type: none"> Module 8: Advanced Coaching Techniques
Chapter 9: Equipment Set Up and Accessories	<ul style="list-style-type: none"> Module 9: How to Teach an Archery Class
Chapter 10: Coaching Techniques	<ul style="list-style-type: none"> Module 10: Equipment Inspection and Repair
Chapter 11: Creating a Program and Lesson Plans (Level 1)	
Chapter 12: Athlete Development and Event Preparation	
Chapter 13: Equipment Inspection and Repair (Level 1)	
Chapter 14: Adapted Archery, Equipment and Resources (Level 1)	
Chapter 15: Archery Clubs and Events	
Chapter 16: Field and 3-D Archery	

To Reserve Your Space

Reservations for this course must be done online using the Sport80 USA Archery membership platform so that your accreditation is attached to your membership when you complete the course.

1. Login to your USA Archery Sport 80 account: <https://usarchery.sport80.com/>
This account is generated when you become a USA Archery member, which is required.
2. Go to the Courses tab, scroll by date to find our Level 1 and 2 hosted in Belfair, Washington. Follow the registration prompts. (See image below)



Payment to NWTA for the In-Person Practical Course and Exam

Level 1 Practical: \$100 Level 2 Practical: \$200

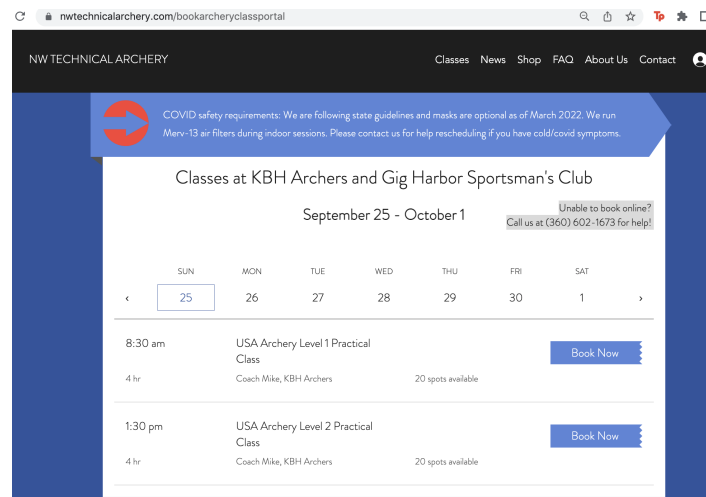
Payment for our practical course can be done with **cash, check, or our online payment system** for your convenience.

You must pay for the class before taking the class.

Cash or Check: this can be done the morning of the class, but **exact change** for cash payment is required.

Online payment: visit: <https://www.nwtechnicalarchery.com/bookarcheryclassportal>

1. Use the booking calendar to find the date of the Level 1 or 2 class, click book now.
2. See the image below for reference.



updated: 3/15/23

Cancellations

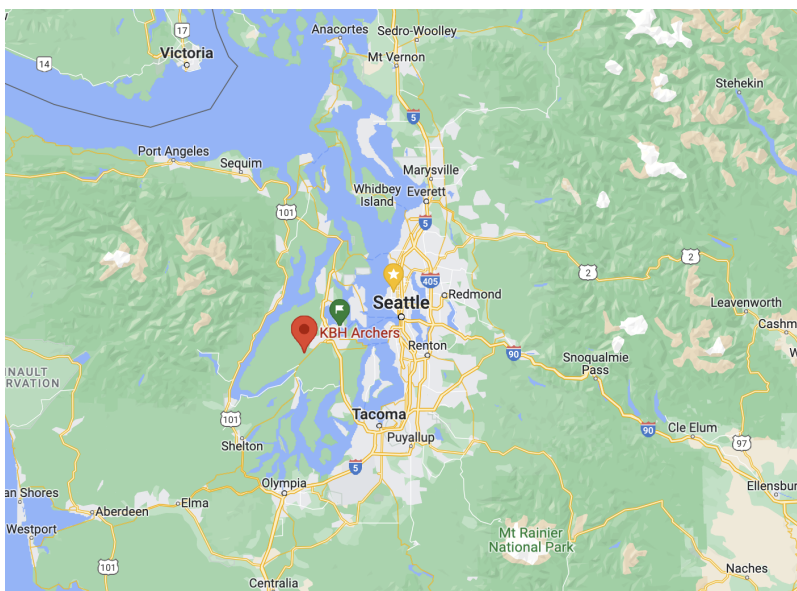
If the event is more than two weeks (14 days) away, prospective instructors can get a full refund for the cost of their practical class(es). In between 2 weeks away from the event and 1 week away from the event, prospective instructors can get a 50% refund. If a prospective instructor cancels in the week prior to class, they cannot get a refund.

If you have a verified positive covid test that causes you to miss class, a covid positive household member, or covid symptoms, we will be more than happy to work with you to give you a full refund and thank you for not spreading Covid! However, you must let us know prior to the start of class to get a refund. Letting us know after the class does not count.

No shows will not be refunded.

If class is canceled due to under enrollment, this will be announced 2 weeks prior and payments for the practical class will be fully refunded.

Class Logistics



Classes are held at the indoor range at KBH archers in Belfair, WA.

KBH Archers
3680 NE Old Belfair Hwy,
Belfair, WA 98528

If you are traveling in for this class, please visit this [hospitality document](#) to learn about accommodations available to you.

Food: Level 2 is a full day of class. Please bring a sack lunch and a water bottle. A refrigerator and microwave are available. There is a Safeway/Starbucks 4 miles (7 minutes) from the range if needed.

Materials: Bring materials to take notes with. Participants can bring their personal bows if they like, but it is not necessary. Genesis and recurve bows will be available for class demonstrations.

Bonus: If time allows, students may shoot during breaks to receive personal form/technique feedback from class instructors. (Due to group size and time constraints, we will not be offering bow tech services on site.)