



## BCTTNS EDUCATION COORDINATOR JOB DESCRIPTION

### **Education Coordinator**

The Education Coordinator should have a broad educational base, expertise in teaching Therapeutic Touch, experience in or access to expertise in setting standards and curriculum development, an ability to be creative, and good oral and written communication skills.

The Education Coordinator and/or an Education Committee is responsible for supporting the teaching, learning, and clarification of educational issues related to Therapeutic Touch as developed by Krieger-Kunz.

The Education Coordinator/committee:

- maintains lists of members of the Society who are Recognized Practitioners and Teachers and where they practice.
- refers practitioners and teachers to current BCTTNS curriculum guidelines, Code of Ethics and Conduct, and other appropriate resources.
- credentials and renews members for Recognized Practitioner and Recognized Teacher status.
- maintains and updates the Recognized Practitioner Workbook.
- produces and makes available the Recognized Practitioner Workbook and Student Certificates for completion of Levels 1, 2, and 3 which are given out by Recognized Teachers.
- in cooperation with the Research Coordinator, reviews and recommends handouts for the various Therapeutic Touch levels making sure copyrights and authors are acknowledged.
- encourages students, practitioners, and teachers of Therapeutic Touch to document TT treatments.
- acts as a resource person for Therapeutic Touch Practitioners.
- maintains a liaison with Education Coordinators of other Therapeutic Touch Networks.
- assists the Society Executive Council in events related to the education of the members.
- in consultation with the Public Relations/Newsletter Coordinator and Website Manager publishes information about Therapeutic Touch in the Society brochure, in News Bulletins, in Therapeutic Touch Newsletters and the Society website.