

# USACE Learning Center PROSPECT Instructor/Facilitator Application

## Section I - Applicant Information

First Name: _____	Initial: ____	Last Name: _____
Job/Position Title: _____	Job Series: _____	Grade: _____
Organization: _____	Office Symbol: _____	
Address1: _____	Telephone: _____	Ext: _____
Address2: _____	Fax: _____	
City: _____		
State: ____	ZIP: _____	Email: _____
Can you make a 3-year commitment as a PROSPECT instructor/facilitator? Y <input type="checkbox"/> N <input type="checkbox"/>		

## Section II - Applicant Education

University/College: _____	Degree: _____
University/College: _____	Degree: _____
University/College: _____	Degree: _____
Additional Training/Education: _____	
Additional Training/Education: _____	
Teaching Experience: _____	
Teaching Experience: _____	
Primary PROSPECT course title/number you request to instruct/facilitate in ( <i>see instructions below to complete</i> ):	
Using the pull down menu above, select the primary course title & number you request to instruct/facilitate in. Selecting a primary course does not mean you must instruct/facilitate in this course only. Proponent will make this decision later in process.	

## Section III - Applicant Resume

By signing below, you agree to follow all applicable regulations, policies and procedures supporting the PROSPECT program.

**Section IV - Supervisor Approval**

Full Name: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Office Symbol: \_\_\_\_\_ Email: \_\_\_\_\_

Your signature indicates approval for employee to become an instructor/facilitator for PROSPECT. Digitally sign below and return application to the employee to process to ULC. ULC will notify you/employee when application is sent to proponent.

**Section V - Applicant Transmittal to ULC**

Confirm acknowledgement of 3-year commitment and agreement to follow all applicable regulations, policies and procedures supporting the PROSPECT program.

**Section VI - ULC Course Manager Review**

Full Name: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Office Symbol: \_\_\_\_\_ Email: \_\_\_\_\_

Review application for completeness, digitally sign and send to designated proponent (courtesy copy applicant and supervisor).

ULC Course Manager digital signature - 3

Send to Proponent

**Section VII - Proponent Approval**

Full Name: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Office Symbol: \_\_\_\_\_ Email: \_\_\_\_\_

Proponent Decision:

Proponent Comments: