



## MEMORANDUM OF UNDERSTANDING

**A newly Certified Instructor must teach at least one 10-week session of group or one-on-one classes within the 1<sup>st</sup> year, encouraging classroom or individual participation up to 3 times per week for maximum benefit. **To maintain Certified Body Recall Instructor Status all Instructors must:****

1. Teach group sessions or one-on-one classes encouraging classroom or individual participation as directed by Body Recall
2. Use the BR Textbook and/or comparable BR teaching tools and the Instructors Guide for planning and conducting classes
3. Encourage and inform students in how to use the textbook and/or other appropriate teaching tools for exercise inside or outside of class
4. Maintain membership in Instructor Alliance by forwarding \$25 monthly dues to Body Recall Headquarters by the 7<sup>th</sup> of each month
5. Require each student to obtain membership in the Body Recall Student Alliance, which assures that each one will receive a BR textbook or DVD equivalent; ongoing information, and a Fall Recovery DVD
6. Provide Body Recall headquarters with student rosters along with completed Pre and Post Student Self-Assessment forms (i.e. student goals and objectives)
7. Attend at least one Refresher Training workshop for further skill development & mastery of materials for use with BR students. If this is accomplished within the 1<sup>st</sup> year after the initial certification, BR will waive tuition fees (the only cost will be lodging and food)
8. After the first Refresher, certification is maintained through participation in Professional Enrichment Workshops, Body Recall Trainings, Distance Learning or Conferences/Seminars. **Body Recall recertification is required every two years**
9. Establish class fees consistent with those recommended by Body Recall
10. Represent Body Recall in a fair, ethical, non-discriminatory manner

### Certified Instructor Entitlement

Achieving Certified Body Recall Instructor status qualifies an Instructor to:

1. Call their program Body Recall
2. Earn income by teaching classes to groups and individuals at appropriate level of certification

3. Communicate on an ongoing basis with Body Recall Certified Trainers, headquarters, and regional representatives for assistance in achieving their personal and professional goals
4. Access to on-line resources and support
5. Participate in personal and professional development through on-going BR trainings, events, and offerings that provide opportunities for advancement
6. Listing on the BR website and in other promotional and marketing materials
7. Eligible to receive commission on BR materials and equipment purchased by your students
8. Liability insurance available through K&K Insurance (866.267.5244)
9. Opportunities to participate in regional and national events
10. Templates for planning and staging value added community events
11. Potential opportunities to offer additional personal services that promote the mission and message of health and wellness and Body Recall. (Subject to Review)
12. Access to updated information on health and wellness; program ideas; Body Recall promotions; schedule of upcoming events and other information of interest to instructors and students

---

Certified Body Recall Instructor Trainee

---

Jeff Rubin  
Executive Director