NMPPA & NMPC INSTRUCTORS

If you are interested in becoming a NMPPA/NMPC Instructor, or you have a topic or class developed that you would like to present at a NMPPA Conference, please check the upcoming conference schedules and contact the NMPPA Board President or NMPC Chairman. The Instructor Training Program is "under construction" with the NMPC Test at this time. We encourage you to be a part of the Certification Program, to share your knowledge and experience with members.

Requirements to become a Certified NMPPA & NMPC Instructor:

NMPPA has set minimum requirements to qualify as an Instructor. There are four (4) different sets of qualifications. The various sets of qualifications are designed to provide an opportunity for seasoned procurement professionals that are currently in a procurement position, previously held a procurement position in the state, or are new to New Mexico, but have previous procurement experience.

Please review the requirements below, and submit the proper documentation for the qualifications that you meet. Your application will be reviewed by the NMPPA Board, and if approved, you will be invited to participate in the NMPPA Instructor Program.

1. Currently employed in a state agency or local public body procurement position in New Mexico, and can validate a minimum of three (3) years in your current position, OR

2. Currently not employed in a state agency or local public body procurement position in New Mexico, but can validate minimum of five (5) years in a previous NM procurement position, OR

3. New to New Mexico, and can validate a minimum of seven (7) years in a previous procurement position, OR

4. Hold a current NIGP CPPB or CPPO certification

Instructor Travel and Expense Reimbursement Policy:

Instructors may receive an honorarium of $200 per class **OR** travel reimbursement.

Travel reimbursement will consist of per diem at $85 per day and mileage of $0.48 a mile, or if approved, actual expenses. See below.

Per diem and mileage expenses shall be submitted on the NMPPA Travel Reimbursement Form to the Treasurer or the Program Chairman. Upon approval by the President or Vice President of NMPPA, payment will be made by the NMPPA Treasurer.

Actual expenses in lieu of per diem and mileage requires prior NMPPA Board approval. Once the presentation is completed, you shall submit the NMPPA Travel Reimbursement Form with all receipts for meals and hotel accommodations attached to the Treasurer or the Program Chairman. Upon approval by the President or Vice President of NMPPA, payment will be made by the NMPPA Treasurer.

End
Document Updated 8/18/09