



7 Important Things to Know About Being an IEFS Instructor

1. Institute for Exceptional Funeral Service (IEFS)

The IEFS was formed when leading members of Selected Independent Funeral Homes observed a lack of high-quality opportunities for funeral professionals to grow their skills. The first courses were developed with recent mortuary science school graduates in mind. Considered the core of the IEFS offerings, the Service Excellence series builds develop soft skills to make funeral professionals more effective.

From this core, we are expanding our offerings. The IEFS is building courses for funeral service professionals to refresh current skills, advance their professional path, and fulfill licensure requirements. IEFS is looking for new instructors to help build new directions.

We take great pride in offering courses where education meets excellence. Our courses are what funeral professionals need to offer more meaningful services and to be more successful.

Our online courses last a month and consist of 4 weekly units. Courses are offered 1-4 times a year.

2. Instructor Qualifications

We are looking for instructors who have an expertise in their field, love the subject, and have the ability to share information.

3. Before a Course Begins

You will have at least 3 months to

- Create notes for each of the four units
- Build and record presentations for each unit
- Develop 5-question quizzes for each unit
- Create a final 20-question exam

4. During the Course

You will

- Send out weekly emails
- Lead weekly discussion forums.

5. We Will Support You

The Institute for Exceptional Funeral Service will help you. Our instructional coach will be your guide in developing materials for our format. Online workshops, timelines, sample resources, and other items will simplify your development process. Our goal is to let you focus on the development and the delivery of your course. We take care of all the behind-the-scenes details.

6. Compensation

We will compensate you to develop the course*. Course development takes about 90% of your time. Each time the course is offered successfully you will be paid.

*IEFS thanks vendors for their generous willingness to engage in in-kind compensation arrangements.

7. Getting Started

If you are interested simply fill out the IEFS Course Proposal Form. Your course idea does not have to be fully developed. We can help you with that.

When your course is approved, you will have a minimum of three months to develop it. We will be your partner as we help funeral home professionals become more successful.

To view our current course offerings, visit Funeral-Institute.org.