



KOBUDO CLUB

Traditional Japanese Self Defense

LETTER OF APPOINTMENT

By this document, _____ is appointed as assistant instructor of U.S. Kobudo Club for the purpose of developing and/or maintaining an adjunct training group located at _____.

This appointment is predicated on the following conditions:

- I. Candidate possesses, at minimum, a Sho-dan certificate in KJJR Jujutsu;
- II. Candidate has developed the *budo* virtues, such as loyalty and respect, in a measure commensurate with his/her rank;
- III. Candidate has demonstrated the proper interest, motivation, and capacity to be a role model of the martial-arts-way, as taught by Tanemura-*soke*;
- IV. Candidate has agreed, in all matters pertaining to U.S. Kobudo Club, to take direction from and faithfully represent the *dojo-cho*; and,
- V. Candidate has agreed to teach only authentic KJJR techniques, presented in a manner consistent with the approved curriculum;

Further, the assistant instructor agrees to:

- VI. Once established, maintain a group size of no fewer than two students in good standing;
- VII. Provide all instruction in a location owned by the host institution (university) and approved by the *dojo-cho*;
- VIII. Conduct all classes or training events in a safe manner;
- IX. Faithfully carry out the policies and procedures of U.S Kobudo Club;

- X. When acting in the role of assistant instructor, be a good representative of U.S. Kobudo Club, Futen Shibu, and the KJJR organization;
- XI. Except during holiday or academic break periods, offer students at least one training opportunity each week and at least one opportunity to test for the appropriate *kyu*-level each semester;
- XII. Treat every student with respect, courtesy, and professionalism, regardless of race, gender, religious affiliation, or physical ability;
- XIII. Obtain all KJJR membership and training materials for adjunct group students directly from the U.S. Kobudo Club *dojo-cho*;
- XIV. Maintain frequent contact with the *dojo-cho* through monthly reports and periodic email messages or phone calls (414-234-8103);
- XV. Unless prevented by distance or some other unforeseen circumstance, support annual Futen Shibu training events, such as Shibu Kai and Tai Kai; and,
- XVI. Continue to receive regular KJJR instruction from his/her teacher.

This letter of appointment will serve as written confirmation of the agreement between the assistant instructor named above and the U.S. Kobudo Club *dojo-cho*, with the approval of the Futen *shibu-cho*. This agreement will be valid for a period of one academic year (September through May of the following year), unless any of the aforementioned terms are breached or the agreement is dissolved by either signatory (below).

Kobudo Club Dojo-cho

Date

Futen Shibu-cho

Date