



## Program Information Package

# Paddle Canada Intro to Tandem Lake Canoe Instructor Training

## Program Description

This course is designed for individuals wanting to become professional tandem canoe instructors and join a national standard of instructors across Canada. This 5-day Introduction to Tandem Lake Canoe Instructor program provides an opportunity to test the knowledge and skills necessary in becoming a Paddle Canada Introduction to Tandem Lake Canoe Instructor.



The course demands your full attention and commitment in developing your technical canoeing skills and is an ongoing assessment with a focus on the art of teaching both on land and on the water.

## Paperwork Checklist

Please use the following checklist to ensure you have received and reviewed all the required documentation prior to the program start date:

- ✓ Introduction to Tandem Canoe Instructor Course Information Package – please review
- ❑ Register online as a Paddle Canada Instructor Candidate using the course number provided
- ❑ Paddle Canada Lake Canoe Program Manual – Please review pertinent pages
- ❑ Paddle Canada Waiver – please sign with your instructor at the beginning of the program
- ❑ SKILS Waiver – please sign with your instructor at the beginning of the program
- ❑ SKILS Medical Form – please bring a completed copy to your program
- ❑ Policy and Procedures Document – please review

# Program Logistics

## Program Prerequisites

- 16 years of age
- Standard First Aid (16hrs)
- CPR-C
- Paddle Canada Intermediate Lake Tandem Canoe Skills or equivalent experience as assessed by the Instructor Trainer

## Class Size

A minimum of 4 candidates is required to run this program. The final decision to run a course will be made 30 days in advance. The class ratio is one instructor for 8 participants.



## Registration

To register for this program please contact the SKILS office at [info@skils.ca](mailto:info@skils.ca). A \$300 deposit is required to secure your spot with the balance of the program cost due 30 days before the start of the program. Payment can be made by e-transfer, cheque, money order, or cash. No refunds will be issued within 30 days of the course start date. Please review the SKILS Policy and Procedures document for more information.

## Meals and Accommodation

You are responsible for all meals and accommodation during the program. Participants should pack a lunch, snacks, and hot drinks everyday. There will not be time for leaving the course site to obtain these.

## What to Bring

Please bring the following (of good quality, in good repair, meeting Transport Canada regulations)

- A tandem lake canoe (bring a kneeling pad if your canoe is not outfitted)
- PFD
- Paddle
- Bailer
- 15 meter buoyant heaving line
- Painters
- Whistle
- Immersion clothing (for rescue skills practice and lessons)
- Gear and equipment necessary for a day trip
- Change of clothing, in waterproof container
- Basic First Aid kit / Repair kit / Emergency kit (something that you would bring with you or keep on shore if you are not leaving the area when teaching)
- Sunglasses and hat
- Paper & writing instrument

# Course Content and Assessment

## Program Objectives

- Develop the skills necessary to organize and teach Waterfront, Basic and Introduction to Tandem Lake Canoe skills courses and Lake Canoe Safety and Rescue clinics and assist on Intermediate Lake Canoe Skills and Instructor courses.
- Become familiar with Paddle Canada's administrative procedures and protocols.
- Develop confidence and creativity when teaching canoeing.
- Develop and practice your own canoeing skill set.
- Develop your knowledge base on risk assessment and safety management, decision-making, judgment, and group management.

## Outline for Success

Successful candidates for this award will be able to:

- Deliver demonstration quality introductory - level tandem canoe skills
- Clearly and confidently communicate with groups of participants in a teaching and leadership environment
- Prepare and organize on land and on water canoe related lessons and presentations
- Create lesson plans and course outlines with objectives and learning outcomes
- Demonstrate good judgment and seamanship
- Consistently rescue self and others and capsized or swamped canoes with confidence
- Paddle a tandem canoe with a partner with skill and confidence in moderate conditions
- Paddle a tandem canoe solo in a controlled manner

## Evaluation

Evaluation will comprise of assessment of teaching skills and knowledge base throughout the course, including each candidate teaching two on water lessons and delivering one short presentation on a theory or practical component of the course. There will also be a formal paddling skills assessment and a written exam on the last day. In addition, candidates are expected to show leadership and professionalism consistent with a good canoe instructor throughout the course. These qualities include punctuality, good communication skills, and overall preparedness.

The following describe outlines of the assessments in more detail:

### Part 1. Teaching On the Water: Paddling and Rescue Skills

- a) **Deliver a 15-20 minute lesson of a stroke or maneuver** using the IDEAS method. The candidate will be assigned the stroke or maneuver they will teach two weeks prior to the course start. Assigned strokes will be from the Introduction to Tandem Lake Canoe Skills course outline.

- b) **Deliver a 15-20 minute lesson on a rescue skill involving immersion** (or a second stroke or maneuver depending on the number of candidates registered); the skill will be assigned two weeks prior to the course start date and will be one of the required skills of the Introduction to Tandem Lake Canoe Skills course.

## **Part 2. Dryland Presentations: Theory and Practical**

- a) One 5-10 minute presentations using the “Engaging” method; topics will be assigned two weeks prior to the course start date and will be from the a list of theory and practical components of the Introduction to Tandem Lake Canoe Skills course.

## **Part 3. Technical Paddling Skills: Tandem and Solo**

- a) With a partner perform the strokes and maneuvers required to complete a predetermined rectangular tandem paddling course. Candidates will paddle in both the bow and stern positions and are required to demonstrate a high level of competency in both. The course will require paddling skills and blending of strokes from the Intermediate Tandem Lake Canoe Skills course. Candidates will have opportunities to practice paddling the course prior to the final assessment.
- b) Candidates will paddle a tandem canoe solo on a predetermined course demonstrating basic solo maneuvers (forward straight lines, sideslips, pivots, and turns). Candidates will have opportunities to practice the solo course prior to the final assessment.

## **Part 4. Written Exam**

Candidates will write an exam of approximately 50 multiple choice questions. The test covers all aspects of the Introduction to Tandem Lake Canoe Skills and Instructor program as well as the mandate and administration of the Paddle Canada Lake Canoe program in general and specifics of the administration and delivery of paddling courses. (80% score is required to pass).

## Typical Daily Itinerary

**Day 1: Getting Up to Speed Day! 8:30 am meet up**, paperwork, intros, orientation to site and course briefing, stroke development and practice, lunch, dryland skills and drills, IDEAS/Engagement methods, teaching strokes and rescue skills practice, finishing with a 16:45 wrap up.

### Days 2 to 4:

<b>8:30</b>	Daily briefing
<b>8:45</b>	Candidate dryland presentations Break
<b>10:30</b>	On-water skills practice
<b>12:30</b>	Lunch
<b>13:15</b>	Candidate strokes lessons break
<b>15:30</b>	Immersion activities and lessons
<b>16:45</b>	Wrap up

**Day 5: Test Day! 8:30 meet up**, write and review multiple choice exam, break, tandem paddling skills assessment, lunch, solo skills assessment, break, final lessons or presentations, wrap up and debriefs.



Thank you for enrolling in our Instructor Training program. If you have additional questions or concerns, please contact us at [info@skils.ca](mailto:info@skils.ca)

We look forward to playing on the water with you!