



Level 1: Introduction to Kayaking

Instructor Criteria

Overview: Fundamentally, we expect that participants should have the paddling skills, technical knowledge, rescue ability, teaching ability, group management, and interpersonal skills commensurate with this level of certification prior to presenting themselves for evaluation as Instructor Candidates at an Instructor Certification Exam (ICE).

Essential Eligibility Criteria (EEC):

ACA courses are open to all individuals who acknowledge the ability to perform the following essential eligibility criteria.

1. Breathe independently (i.e., not require medical devices to sustain breathing)
2. Independently maintain sealed airway passages while under water
3. Independently hold head upright without neck / head support
4. Manage personal care independently or with assistance of a companion
5. Manage personal mobility independently or with a reasonable amount of assistance
6. Follow instructions and effectively communicate independently or with assistance of a companion
7. Independently turn from face-down to face-up and remain floating face up while wearing a properly fitted life jacket*
8. Get on / off or in / out of a paddlecraft independently or with a reasonable amount of assistance*
9. Independently get out and from under a capsized paddlecraft*
10. Remount or reenter the paddlecraft following deep water capsize independently or with a reasonable amount of assistance*
11. Maintain a safe body position while attempting skills, activities and rescues listed in the appropriate Course Outline, and have the ability to recognize and identify to others when such efforts would be unsafe given your personal situation*

** To participate in adaptive programs, participants must acknowledge only the first six EEC listed above. Entry-level adaptive programs will involve teaching and practicing EEC #7-11.*

Course Prerequisites: Completion of the appropriate level skills course, assessment course, or equivalent skills.

Course Duration: Combined IDW & ICE - Minimum 2 days (16 hours)

Course Location / Venue: Calm, flat water, protected from wind, waves and outside boat traffic, with no apparent current, and within swimming distance of shore.



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Class Ratio: 5 Instructor Candidates : 1 Instructor Trainer; with an additional instructor or qualified assistant the ratio can be 10 : 2

Succeeding courses:

Level 2: Essentials of Kayak Touring	Level 2: Essentials of River Kayaking
Level 3: Coastal Kayaking	Level 3: River Kayaking
Level 4: Open Water Coastal Kayaking	Level 4: Whitewater Kayaking
Level 5: Adv Open Water Coastal Kayaking	Level 5: Adv Whitewater Kayaking
Level 2: SOT Surf Kayaking	Level 2: Essentials of SOT Kayaking
Level 3: Essentials of Surf Kayaking	Level 3: SOT Coastal Kayaking
Level 4: Surf Kayaking	(under development)

General Requirements for all Instructor Certifications:

- Be at least 18 years old
- Meet the appropriate essential eligibility criteria
- Successfully complete an Instructor Certification Workshop (IDW & ICE)
- Be a full ACA member
- Upon successful completion, register with the Safety Education & Instruction Council
- Have and maintain First Aid and age appropriate CPR
- Demonstrate a general knowledge of paddlesports and the ACA
- Demonstrate the ability to appropriately perform and teach all of the following material unassisted in the appropriate venue

The following is a list of the criteria used to evaluate Instructor Candidates. The content covered and sequence of evaluation should be adjusted to best fit the participant's needs, class location and time allowance.

Maintenance Requirements:

- Teach at least two courses that meet ACA standards within the four-year certification period and report the results to the National Office
- Complete an Instructor Update, at the highest level of certification, during the four-year certification period
- Maintain ACA membership and SEIC registration annually

Level 1: Introduction to Kayaking Instructor Requirements:

- 1) Demonstrate a knowledge of ACA Paperwork:
 - How to register & report a course (with and without insurance)
 - An understanding of the ACA Waiver & Release of Liability
- 2) Demonstrate a knowledge of:
 - Teaching theory
 - Learning theory
 - Effective methods of providing feedback
- 3) Demonstrate the following:
 - Positive interpersonal skills

IPC – 02/2018

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- Appropriate group management skills (including leadership and judgment)
 - Ability to choose an appropriate venue / class site
- 4) The ability to teach and model the basic kayak paddle strokes and maneuvers effectively:
- Forward to propel the kayak reasonably straight forward
 - Reverse to stop and reverse reasonably straight backward
 - Forward and reverse sweeps to turn and or spin the kayak
 - Draw and sculling draw to move the kayak sideways straight
 - Rudder to glide straight and turn to paddle side
 - Low brace to avoid capsize
- 5) Demonstrate the ability to teach and model basic rescue techniques effectively:
- Controlled capsize and wet exit the kayak, swim to shore with the kayak and empty of water
 - T-rescue
 - Side-by-Side
 - Rafted-T
 - Scoop
- 6) Demonstrate knowledge of, and ability to teach, the following effectively:
- Safety issues and hazards of flat water kayaking
 - Weather conditions important to the kayaker
 - Hypothermia and hyperthermia; prevention and treatment
 - Signaling devices and safety equipment
 - Boat traffic awareness and safe practice
 - Kayak nomenclature & design
 - Kayak Paddle fit, hand placement & design
- 7) Demonstrate ability to paddle and perform rescues efficiently and comfortably, in very protected calm water.
- 8) Demonstrate leadership, group management skills, experience and judgment necessary to be a safe, effective instructor.