



OLTOA

Outdoor Leader Trainers of America



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Dear Kayak Enthusiast,

Thank you for your interest in enrolling in the ACA L-3, Coastal Kayak Instructor Certification Workshop on April 18-23, 2020. This program is designed for experienced kayakers who feel ready to teach kayak touring skills in a cold-water environment. Our 6-day intensive Instructor Certification Workshop will help you develop your kayaking, leadership and teaching skills as well as assess your ability to teach, lead and rescue your students. This course will also help you learn to teach in ocean environments that consist of winds from 10-15 knots, seas of 1-2 feet, breaking waves of 1-2 feet, and tidal currents of 1-2 knots.

This program is being offered as an Instructor Development Workshop for the first 3 days, and an Instructor Certification Exam for the last 3 days. If you wish to take only the first 3 days, please call us for details. Please see detailed ACA pre-requisites on the ACA Website. (See next page) For a snapshot of the pre-requisites: For the IDW or the ICW: You must pass a Level 3 Coastal Kayaking Skills Assessment. For the ICE only: you must be an ACA Level 2 Kayak instructor with a Level 3 Skills Assessment, and a waiver to skip the IDW.

The goals of this workshop are to: help you enhance your teaching techniques, give effective feedback, and polish group management skills while being evaluated to become an ACA instructor. You will need to demonstrate that you have an understanding of how to teach ACA Essentials of Kayak Touring courses and manage your group on the water. You will also be asked to model, teach and execute effective strokes and rescues.

We will plan to meet at the classroom at 16 Community Way in Topsham Maine. We may choose to carpool to other locations from there. This workshop will demand your full mental and physical attention for the duration of the course. We recommend that you keep your evening options open for study and reflection. During this workshop you will be asked to teach segments of the workshop and lead sections of open water. You may be asked to navigate tidal currents and paddle in wind. You will be both a rescuer and the person being rescued in cold water and possibly challenging conditions. To participate in this workshop, you will need to be able to spend several hours in a kayak, have the physical ability to perform self and assisted rescues and carry one end of a kayak 100 yards over uneven terrain. You should plan to come to this workshop well rested and leave very tired. We try to end at 5:00 PM each night, but at times we may stay later. If you are coming to this workshop from a distance, we recommend that you plan to sleep somewhere close by.

We will be providing instruction, basic safety equipment and course notebooks. The course will be structured to work around the weather and environmental conditions. You will need to be fully prepared, arriving each day with plenty of food and water. To enhance the quality of the program and the safety of our entire class, we ask that you bring all of the equipment on the enclosed bring list on each day. If you are missing something on the bring list, please call me and I will try to help you get what you need. ***This is extremely important!***

Homework: An outline of the course (including your teaching assignments) will be sent to each student about a week prior to the course start date. You will need to prepare one 5-7 minute presentation. Your presentations should include visual aids and get the group involved as much as possible. Your goal should be to demonstrate good teaching techniques. It is more important to us that you choose 2 or 3 points of a subject and get those across effectively, rather than try to show us everything you know about the subject. Remember all presentations should be geared towards the aspiring rough water paddler. Feel free to use books, videos, and other resources as you prepare your teaching topic. Note: Please remember you do not have to cover *everything* about the topic. We assign you this topic in advance so that you have the opportunity to show us your best work, but be prepared to give an impromptu presentation on any given topic.

Please look over the ACA “to bring list” and ensure you have everything on the list. You will be evaluated on your preparedness as an Instructor.

Go to the American Canoe Association website:

http://www.americancanoe.org/?page=Instructor_Criteria and review the instructor criteria for an ACA Level 3 Coastal Kayak Instructor. This will give you an idea of some of the skills we will be working on with you as well as the list of pre-requisites needed to take this workshop. (Please print this document and bring it with you to class.) You should arrive on day 1 with a working knowledge of the skills required.

Please understand that to be a nationally certified instructor; one must meet the ACA requirements. Participation alone in this workshop does not guarantee certification.

To Register for this course:

- 1) Please go to www.oltoa.com and click on “How to register” and follow the instructions on the website.
- 2) Fill out the course registration form and medical form and send payment to OLTOA 15 Victory Lane Durham Maine 04222
- 3) Pre-registration for this course is required.

The workshop cost is \$850.00. If you register prior to 45 days before the course start date you receive a \$25.00 discount. Early registration payment of \$825.00 will confirm a spot for you in this class. Space is limited and we encourage you to register early! Payment is needed to hold your spot Registration after 45 days prior to course start date is \$85.00. Please see our cancellation policy on our website. Please feel free to contact me with any questions you may have.

Yours in adventure,



AMERICAN CANOE ASSOCIATION
Kayak & Canoe Recreation

"Bring List" for ACA Coastal Kayak Instructor

Candidates

Required:

- Sea Kayak (with bulkheads or floatation) (may be provided by your school)
- Spray Skirt (may be provided by your school)
- Paddle (may be provided by your school)
- Spare Paddle (may be provided by your school)
- Personal Flotation Device (with whistle attached) (may be provided by your school)
- Helmet and warm skull cap*
- River Knife or EMT Shears (or pocketknife for level 1 & 2)
- Dry Bag (Large enough for warm clothes)
- Repair kit*
- Paddle float (may be provided by your school)
- Pump (may be provided by your school)
- Tow Belt
- Compact waterproof flashlight*
- Chart of the area / with some means of protecting It from the water *

Note: Casco Bay chart # 13290 will be adequate for Freeport Based Programs*

- Tide Chart
- Handheld compass
- Deck Mounted compass*
- Waterproof watch
- Weather Radio*
- Dry suit (Dry suits may be rented from OLTOA with advance notice)
- Pogies or Neoprene Gloves
- Appropriate clothing & Footwear for paddling in 38 degree water with air temperatures of 40-50 degrees (Temperatures are in Fahrenheit)
- Toilet Paper & 2-Quart Tupperware Container for human waste *
- Basic First Aid Kit
- Water bottles or hydration system (filled with water)
- Snacks & lunch for on water days
- Notepad and Pen
- Personal resources for your presentations; Books, visual aids etc.
- Anything else you feel you need to guide a successful day trip in October
- Proof of ACA Membership (ACA Number) or \$65.00 for ACA Membership & SEIC fees
- Proof of First Aid and CPR certification (Photocopy)
- ACA Instructor Manual (This is a required item and must be purchased directly from the ACA)

OPTIONAL:

- Flares, Strobe and Expired flares
- VHF Radio
- Cash for food
- Casual clothing for classroom sessions
- Towel
- Dry Gear Bags for keeping spare clothing dry

*Items not required for Level 2 courses

