



OLTORA
Outdoor Leader Trainers of America



Bob Myron
Outdoor Leader Trainers of America-LLC

Dear Kayak Enthusiast,

Thank you for your interest in enrolling in the ACA L-2 Instructor Certification Workshop June 18th-21st 2026. This program will be taught with skirted kayaks, and it is designed for experienced kayakers who feel they are ready to teach kayak touring skills in a cold-water environment. Our 4-day intensive Instructor Certification Workshop will help you develop your kayaking, leadership, and teaching skills as well as assess your ability to teach, lead, assess, and rescue your students should the need arise. If you are questioning whether or not you are ready to take this workshop, please give us a call and we can help you figure it out. There are prerequisites to this course as explained on the ACA website, see the link on the next page.

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 meet at 8:00 AM at 157 Mount Hunger Shore Road in Windham Maine, we may choose to carpool to various 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 rest, study and reflection. During this workshop, you will be asked to teach segments 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 have to 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 quality 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, complete with an outline. (Bring 12 copies so that your fellow Instructor Candidates can have each have one). 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 beginner!*** 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. We may still ask you to do 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:

<https://americancanoe.notion.site/Level-2-Essentials-of-Kayak-Touring-Instructor-Criteria-0e143a5e0f664e848f7548f0c1529f77>

and review the instructor criteria and pre-requisites for an ACA Level 1 and Level 2 Essentials of Kayak Touring Instructor. This will give you an idea of some of the skills we will be working on with you. (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. Note: *The above criteria is currently under revision and may change a bit, so please check on it from time to time between now and June.*

Please understand that to be a nationally certified instructor, one must meet the ACA requirements. Participation alone in this workshop does not guarantee certification. Think of ACA training and certification process as part of your journey as a paddling instructor.

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, 157 Mount Hunger Shore Road Windham, Maine 04062
- 3) Pre-registration for this course is required.

The workshop cost is \$640.00. If you register prior to 45 days before the course start date you will receive a \$25.00 discount. Early registration payment of \$615.00 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. Please see our cancelation policy on our website.

Yours in adventure,
Bob Myron
Pronouns: He/Him/His
Outdoor Leader Trainers of America, LLC
157 Mount Hunger Shore Road
Windham Maine, 04062
ACA ITE Coastal Kayaking,
bobmyron@live.com
207-720-0257
www.oltoa.com Revised 1-18-2026 (iaa)

"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 & 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 or Wet suit and paddling jacket

→**A DRY SUIT IS HIGHLY RECOMMENDED FOR THIS COURSE (Except for**

June and July

- *Pogies or Neoprene Gloves
- Appropriate clothing & Footwear for paddling in 50°F water with air temperatures of 40-50°F
- 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.
- 12 copies of the outline that you created to give your presentation
- Anything else you feel you need to lead a successful day trip in Maine
- Proof of ACA Membership (ACA Number)
- ACA Instructor Manual (This is a required item and must be purchased directly from the ACA)

OPTIONAL:

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

*Items not required for Level 2 courses