



OLTOA
Outdoor Leader Trainers of America



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Durham Maine
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Dear Kayak Enthusiast,

Thank you for your interest in enrolling in the ACA L-3 Coastal Kayak Instructor Certification Exam from October 10th-12th. Our 3-day intensive Instructor Certification Exam will test your kayaking, leadership, and teaching skills, as well as assess your ability to teach, lead, and rescue your students 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.

Note: To take this course you need to have met the prerequisites of the ACA L-3 CK Instructor.

Snapshot of Prerequisites*:

- For the IDW or the ICW: Must have successfully passed a Level 3 Coastal Kayaking Skills Assessment (We offer the SA September 10th 2023.)
- For the ICE only: Be an ACA Level 2 Kayak instructor with a Level 3 Skills Assessment
- For the Update: Be a currently certified Level 3 Coastal Kayak Instructor and in good standing with the ACA.

*Please see the website shown on next page for more detailed information regarding prerequisites

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. If you are already a Level 3 Instructor and wish to take this course for an update, you may only need to take the last 2 days of the course (\$295.00). Please give us a call for more details.

Objectives

The goals of this workshop are to assess your

1. Kayaking and teaching techniques
2. Ability to give effective feedback
3. Group management skills

You will need to demonstrate that you have an understanding of how to teach ACA coastal kayaking 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 a TBD teaching area in the mid east Maine region. We may choose to carpool to other locations from there. (Note: The meeting place and homework assignment will be sent to you approximately one week before the course start date). 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 in the classroom 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 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 end up staying 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 and basic safety equipment. 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 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 a 5-7 minute presentation. Your presentations should include visual aids and get the group involved as much as possible. Your goal is 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 that all presentations should be geared towards teaching novice kayakers to paddle in more challenging conditions. 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, however, we may still ask you to do an impromptu presentation on any topic in the linked document below.

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

Go to the American Canoe Association website:

https://americancanoe.org/wp-content/uploads/documents/sei-courses/l3_ck_instcrit.pdf and review the instructor criteria for an ACA Level 3 Coastal Kayaking Instructor. This will give you an idea of some of the skills we will be working on. (Please print linked 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

3) Send payment to OLTOA 15 Victory Lane Durham Maine 04222
Note: Pre-registration for this course is required.

The total workshop cost is \$475.00. If you register prior to 45 days before the course start date, you receive a \$25.00 discount. Early registration payment of \$450.00 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 \$450.00. Please see our cancelation policy on our website for details. Please feel free to contact me with any questions you may have.

COVID Clause: For the safety of our customers and staff, OLTOA reserves the right to cancel any guided trip, workshop, or class during the pandemic. If we cancel a class due to the pandemic you will have the option of receiving a full refund or crediting your funds toward a future program. Thank you for your understanding.

Yours in adventure,
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"Bring List" for ACA Coastal Kayak Instructor Candidates

Required:

- Sea Kayak (with bulkheads or floatation)
- Spray Skirt
- Paddle
- Spare Paddle
- Personal Flotation Device (with whistle attached)
- 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
- Pump

- 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 in good working order and appropriate synthetic layering for underneath
Note: Drysuit may be rented from OLTOA with advance notice
- Pogies or Neoprene Gloves
- Appropriate clothing & footwear for paddling in 38°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
- Notepad and Pen
- Personal resources for your presentations; Books, visual aids etc.
- 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)
- Anything else you feel you need to guide a successful day trip in October

OPTIONAL:

- Flares, Strobe and Expired flares
- VHF Radio
- Helmet
- Casual clothing for classroom sessions & Towel

- Dry Gear Bags for keeping spare clothing dry
- Sunscreen

*Items not required for Level 2 courses] (iaa)