

NZOIA Leader Qualifications

Canoe Leader

Assessment Guide

For Assessors and Candidates



SEHOPC – AFS students

Assessment Notes

This Assessment Guide is to assist assessors with judging a candidates competency. All judgements must be based on current best practice and industry standards. This guide is also to help candidates know what they will be assessed on and what assessment tasks they will be asked to complete.

- Assessors can use 3 types of direct evidence to judge a candidates competency:
 - Workbook answers
 - Observation of practical tasks
 - Questioning and discussion

Technical Competence

1. Demonstrate knowledge, care and appropriate use of canoeing gear and equipment

The candidate will:

- Use equipment that is in good condition and is well maintained
- Complete a pre-activity check of equipment for damage and fit
- Uses equipment in accordance with the manufacturer's recommendations and current best practice
- Paddle a canoe which has been fitted to consider flotation/buoyancy
- Correctly fit their Personal Flotation Device (PFD)
- Discuss or demonstrate when it is necessary to wear helmets
- Carry spare paddles, painters, bailers and appropriate safety equipment for the trip and conditions e.g. cell-phone, throw-bag, Very High Frequency Radio (VHF), towline, first aid kit
- Ensure gear in a canoe is secure and does not create a hazard e.g. foot entrapment
- Demonstrate the ability to safely handle and transport canoes
- For all equipment used demonstrate and/or be able to describe; the properties, common use, advantages, limitations, minimisation of wear, damage checking and storage

2. Demonstrate effective personal canoeing skills

The candidate will demonstrate:

- Launching and landing the canoe
- Control of a canoe from the bow and stern both tandem and solo
- Forward, reverse, pry and draw from all four quadrants of the boat
- Efficient manoeuvring of canoe in a straight line for 100m and a controlled turn (without switching of sides with the paddle)
- Manoeuvring the boat sideways (sideslip)
- Controlled and stable entering and exiting of an eddy

- Effective paddling into wind and current using trim
- Forward ferry gliding in current or wind
- Switching positions while on the water

3. Demonstrate effective rescue skills

The candidate will demonstrate:

Self Rescue:

- Swim 20 m
- Re-entry of self from a swamped or inverted canoe (not a Capistrano flip)

Participant Rescue:

- Return swimmer to canoe with or without equipment (swimmer can assist)
- Return injured swimmer to a canoe with or without equipment (swimmer cannot assist)
- Manage a capsized or swamped boat including the rest of the group
- Demonstrate accurate throw-bagging
- Demonstrate an extended releasable tow

The Environment

4. Obtain environmental information and apply interpretation skills

The candidate will:

- Obtain relevant environmental information for the day and location e.g. weather forecast, river flow, tide and/or marine for the planned canoeing session and provide a verbal summary
- Describe the implications of the weather forecast, river flow, tide and/or marine implications for the planned canoeing session and make decisions about the session based on that information
- Observe any changes to the weather and modify the session if necessary e.g. Offshore breeze develops

5. Demonstrate cultural and environmental knowledge and interpretation of areas visited

The candidate will:

- Provide interpretive information about the natural or cultural history of the area
- Provide interpretive information about local flora and fauna

6. Describe and role model accepted environmental practices

The candidate will:

- Demonstrate or describe awareness of the responsibilities to the site, land owners and other users
- Role model Leave No Trace principles and/or the New Zealand Environmental Care Code

Group Management and Leadership

7. Lead and manage a group canoeing on flat or slow moving water

The candidate will be responsible for a group of participant canoeists in a flat or slow moving water environment for a minimum of 1 hour and demonstrate:

- Preparing and briefing the group including setting boundaries/safe areas and ground rules
- Manage time appropriately in relation to the activity plan and conditions
- Coaching, encouraging, motivating participants to ensure they are interested, engaged and have a fun and positive experience
- Effective management of the group on the water
- Managing capsizes and gear recovery efficiently
- Establishing rapport with participants and an awareness of the emotional, cultural and other needs of the group

8. Demonstrate effective safety management

The candidate will:

- Demonstrate an awareness of the risks and appropriate risk management strategies for a flat or slow moving water environment
- Select a suitable venue and demonstrate an awareness of any site specific hazards
- Have a first aid kit and be able to deal with first aid situations as required
- Never compromise their personal safety or the safety of their participants
- Demonstrate safe practices and good judgement and decision making within the scope of this qualification

Instruction

9. Plan and prepare an introductory canoe experience

The candidate will prepare a written activity plan which will contain the following information:

- A clearly defined purpose and session appropriate for the group
- A logical sequence of progressions and activities
- Any consent or access issues
- A gear list for participants and a group gear list
- Weather forecast
- River flow, tidal and/or marine information if relevant
- Risk and hazard identification and management
- Emergency procedures

10. Instruct a group in the canoeing skills required for a positive introductory experience

The candidate will provide participants with effective instruction in the following canoeing skills:

- Selection and fitting of canoe, paddle, helmet if required, PFD and clothing appropriate for the conditions
- Carrying canoes
- Getting into and out of canoe at water's edge
- Forward and backwards paddling
- Turning
- Stopping
- Games that assist learning
- The skills to teach rafting up and getting participants to paddle in control

The candidate will use:

- A logical sequence of progressions
- Clear demonstrations and explanations