

## ENCLOSED SEA INSTRUCTOR – ASSESSMENT

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### Award Definition:

The Enclosed Sea Instructor Award is for people seeking professional certification in enclosed sea paddling environments using sea kayaks. The Australian Canoeing Award Scheme (ACAS) is the industry benchmark certification designed to meet the needs of the canoeing / kayaking guide industry for education, recreational and tourism sectors nationwide.

Holders of the Enclosed Sea Instructor Award are qualified to train individuals and groups on activity and day based programs in sea kayaks in enclosed sea defined as Bays and Harbours:

- Moderate conditions (forecast or 11 – 16 knots)
- Assessed in minimum winds of 11 – 16 knots
- Max 1.5 nautical miles from shore
- Breaking (overtopping) waves (sea) up to 0.5m
- No surf

### Pre-Requisites:

Candidates for assessment should have achieved substantial paddling, guiding and instructional experience and qualifications suitable to meet assessment criteria for the Enclosed Sea Instructor qualification as defined in the ACAS evidence guidelines for the award prior to undertaking the assessment.

- ACAS Enclosed Sea Instructor Training or legitimate equivalent
- Proven paddling, guiding, instructional and rescue skills and experience
- Meet all log book requirements
- First Aid and CPR certificates (appropriate to your organisations requirements & area of operation)
- **Please Note:**
  - this is an instructor assessment, it is not a training course
  - assessors will not provide any training or instruction

### Course Cost and Dates:

- Please check <http://qld.canoe.org.au/education/acas-courses/> for advertised dates and cost.
- Craft hire available
- Course fee does not include Australian Canoeing Award Registration Fee
- **Please note:** Courses need to meet minimum registration numbers to run on advertised dates. If sufficient numbers are not registered one week before the program, alternative arrangements will be made with registered participants.

### Course Location/s:

- Queensland Canoeing has a number of venues it uses
- The location of the course will be determined from the location of the course participants, which will determine the final cost of the course and if an additional fee is payable
- Other course locations are available for private groups by negotiation

### Paddle Craft:

- This course is designed for sea kayaks. The craft you use must be sea worthy, well maintained and have minimum necessary safety equipment and buoyancy that should be used by enclosed sea instructors such as (but not limited to):
  - Bilge pump
  - Paddle float
  - Tow system
  - Paddle leash
  - Split paddles

**For Bookings and Enquiries Contact:**

Steven Rowland, Education and Recreation Officer  
[gc.education@canoe.org.au](mailto:gc.education@canoe.org.au) or 07 3899 1667

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### Equipment:

- It is expected that participants will supply their own equipment including craft, life jacket, paddle, rescue and safety equipment
- Personal equipment will require a safety check prior to commencement to determine its suitability for the paddling activity
- Paddle clothing, including enclosed footwear needs to be suitable to get wet and swim in, be sun-smart and appropriate for the conditions
- Suitable provisions to partake in a day trip
- Please also bring a chair, clipboard, pen and paper, ruler, pencil, protractor, dividers & calculator

### Assessment:

- This is a full day assessment from approximately 8:00am to 4:00pm
- All components of the assessment have to be completed within six weeks of the assessment date
- Candidates must be prepared to put their skills and knowledge into practice and need to come prepared for all aspects of the assessment
- Complete a written exam to demonstrate knowledge of: correct paddling technique, guide and instructional abilities, navigation, weather interpretation, ACAS structure, lesson planning, risk management and safety
- In field assessment includes: paddling equipment scrutiny and set up, ability to brief & instruct paddling skills, group management and communication, ability to provide safety briefings, ability to perform efficient rescues and tows
- Log book requirements:
  - logbooks should be clear, concise and verifiable by a third party
  - for assessment you will need to produce a verified logbook showing over the previous two years at least:
    - Six enclosed sea environment trips of a minimum of three hours duration
    - Two different overnight enclosed sea kayak trips
    - Six guided enclosed sea activities of at least three hours duration as an observer under training or as an assistant Guide (must be in two different locations)
    - Two guided enclosed sea activities of at least six hours duration as lead guide under observation of a qualified guide
    - Six practical instructional activities in enclosed sea of at least three hours duration, of which three as the lead instructor
    - Four theory sessions as an observer under training or as an assistant instructor, of which two as the lead instructor
    - This is in addition to the time spent on the water during your training and assessment
- Complete a written 'Assessment Project'
- **Please note:**
  - a candidate is not registered as an Enclosed Sea Instructor until all components of the assessment and registration process are completed and the appropriate fee for registration is paid
  - attendance and participation in a course is not a guarantee to successful assessment

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