

## SENIOR INSTRUCTOR EVALUATOR

### **Course Description**

This course focuses on the development of train the trainer skills. Topics discussed and presented at this clinic will concentrate on the development of the skill and knowledge required for the training and certification of Sail and Power instructors in the Sail Canada Cruising scheme. Specific areas of instructor development will be a focus of the clinic including expected levels of practical skills, time management, topic focus, lesson planning, lesson delivery, coach skill detect/correct, and candidate evaluation. Clinic content is established by the Cruising Panel, Sail Canada and clinic conductors selected by Sail Canada.

The role of the Senior IE is both Instructor development and support of the Sail Canada LTC/P system. This clinic is an integral component of that role, providing a forum and opportunity for the exchange of ideas and discussion about the support and management of the Sail Canada LTC/P training scheme. There is an expectation that candidates at this clinic will have demonstrated strong sailing and training skills through completion of Sail Canada student level and Instructor level development sessions. Clinic sessions will be primarily classroom based although sailing components may be included at the discretion of the clinic conductors. Candidates for a senior IE role should have co-conducted at least two Instructor Development Clinics following completion of their Basic IE certification and have worked at clinics with at least two IEs.

Instructor Evaluator development clinics are run on a regular basis (typically once per annum) in selected regions of Canada, under the auspices of Sail Canada and the Cruising Panel. Clinic locations will alternate between eastern and western Canada. Candidates interested in attending this clinic must apply to Sail Canada. Candidate applications will be reviewed and candidates meeting criteria established by Sail Canada and the Cruising Panel will be invited to attend.

It is envisioned that this Standard be implemented in 21 hours. Further clinic time may be scheduled to evaluate candidate sailing and presentation skills. Candidates will need to allocate sufficient time to prepare for the clinic and may also need to commit additional time to complete required examinations.

### **Objective**

To be able to take lead in the design and delivery of Instructor Development clinics as co-conductor with another IE.

### **Prerequisites**

Requirements prior to taking the standard. The candidate must:

1. Be age 21 or older;
2. Be a current Sail Canada Basic Instructor Evaluator;
3. Have co-conducted at least two (2) IDPs subsequent to the initial Basic IE qualification IDP with at least two (2) different Senior IEs;
5. Achieve a minimum of 90% on suitable level written exams;
6. Demonstrate ability to boat and teach with a suitable level of seamanship;
7. Demonstrate characteristics worthy of being an IE;
8. Be able to evaluate and critique in a positive manner;
9. Demonstrate a willingness and commitment to promote and uphold the goals of the Sail Canada LTC/P Standards and policies including those of the candidate's respective provincial sailing association;
10. Demonstrate support of the Sail Canada LTC/P scheme by contributing to activities designed to strengthen the Sail Canada LTC/P system;
11. Be actively developing new skills relevant to delivering LTC/P training;
12. Be recommended by a current Senior IE and the respective provincial sailing association;
13. Be accepted by the Sail Canada LTC/P Committee.

### **Ashore Knowledge and Skills**

The candidate must be able to:

1. Demonstrate the ability to deliver material and develop knowledge focusing on teaching skills and coaching as needed for LT/P Instructor development;
2. Demonstrate capabilities in a range of areas including time management, lesson planning and presentation, use of quality aids and diverse teaching methodologies and coaching skills in order to provide appropriate guidance and set an example for LTC/P Instructor candidates;



3. Demonstrate the ability to provide constructive feedback to colleagues;
4. Through active participation at a second IE clinic demonstrate capabilities that provide evidence of the ability to prepare for, schedule and deliver an Instructor development clinic in clinic and team teach formats.

### **Afloat Skills**

The candidate must be able to:

1. Demonstrate a high level of seamanship and boat handling skills appropriate to the Student level standards that the IE candidate is certified to deliver.

### **Certification Authority**

A Senior IE may be the lead conductor for any Instructor Development Program (IDP) so long as:

- the IE is certified to certify students at the instructor level to be certified; and
- the IE has taught a minimum of two (2) student level courses at that level.

Senior IE's may co-teach at IE clinics.

Senior IE's may lead an IE clinic once they have recertified as a Senior IE and have co-taught at one(1) IE clinic.

### **Outcomes and Evaluation**

At the end of this clinic candidates may be:

- a) Trained - Successful and complete,
- b) Trained - successful and incomplete (candidate missing prerequisites; examinations or working papers not completed to the required standard),
- c) In Training - unsuccessful (Candidate did not demonstrate an appropriate level of sailing or seamanship skills, unprofessional behavior at the clinic).

Candidates who remain in training at the end of the clinic will be given a path to follow to address deserved deficiencies and advised what will be required for them to achieve certification.

Successful but incomplete candidates will be advised of their outstanding requirements and the time frame in which these requirements must be addressed.

### **Additional Notes**

The number of IE's in each region is based on demand. Becoming an IE is a privilege, not a right.

Programming of IE Clinics is under the auspices of the Sail Canada Cruising Panel.

Upon successful completion of this Sail Canada IE clinic, the Senior IE is authorized to take leadership in the conduct of Instructor Development Programs (clinics). The Senior IE must have conducted minimum of two student level courses prior to conducting an IDP to develop instructors at that level.

IEs must register annually prior to teaching or awarding Sail Canada certifications.

A Senior IE Candidate should possess all prerequisites prior to enrolling in a clinic, and must complete all the requirements for certification within four months of the last day of the IDP in which the Instructor Candidate participated.

Recertification is required for all IE levels within 36 months of the first calendar yearend following the last day of an initial certification, recertification or instructor development clinic as authorized by the Sail Canada Cruising Panel. During the three year period prior to recertification, the IE must have taught a combination of student and instructor standards or have done significant committee work recognized by the Sail Canada Cruising Panel. In lieu of delivering student level courses an IE may meet this requirement by attending an IDP or IE clinic to renew or upgrade instructor or IE qualifications

### **Physical Requirements for Candidates**

IEs must as a minimum meet the level of physical level appropriate to the level of instructor they are training. Refer to the appropriate specific student and instructor standards for explicit explanation of expected physical requirements.