

# START KEELBOAT SAILING INSTRUCTOR STANDARD

## Standard Description

This is one of the entry level Instructor Development standards for sailors wishing to deliver Sail Canada practical on water training in keelboats. Candidates successfully completing this accreditation and registering with Sail Canada will be certified to deliver training leading to the Start Keelboat Sailing and Introduction to Boating (Sail) standards. This clinic, leading to the Start Keelboat Sailing, Small Boat, Instructor Standard focuses on developing coaching and instructional skills appropriate to the delivery of entry level sail training and crew development. Candidate sailing, seamanship and boating skills will be evaluated as part of this clinic. This training is not intended to develop candidate sailing or boating skills. Candidates attending this clinic should be confident in their sailing skills and be able to consistently demonstrate skills at a Basic Cruising level. During the clinic candidates will be coached on the development and delivery of lessons on water, at the dock and in the classroom.

It is envisioned that this Standard be implemented in 21 hours. Further clinic time may be scheduled to evaluate and coach candidate presentation skills and to evaluate candidate sailing. Candidates will need to allocate additional time to complete working papers, review materials and prepare for the clinic.

## Objective

To prepare competent sailors to deliver Sail Canada endorsed programs leading to the Start Keelboat Sailing Standard. At the end of this programs the successful candidate should have the basic tools to be ready to develop a curriculum and plan and deliver quality lessons that will build student skills and knowledge at the level of the Start Keelboat Sailing standard.

## Prerequisites

Requirements prior to taking the Standard. The candidate must:

1. Be age 18 or older;
2. Have the Sail Canada Basic Cruising Standard or be able to demonstrate an equivalent level of sailing skill on a keelboat up to 12 metres in length;
3. Have 2 or more years sailing experience with significant keelboat sailing experience as skipper.

Requirements for certification. The candidate must:

4. Have Red Cross or St. John Ambulance Standard First Aid Certificate or nationally recognized equivalent and a current nationally recognized certificate in CPR level A or higher;
5. Have a PCOC card;
6. Have a VHF Restricted Operator's Certificate (Maritime) with DSC endorsement;
7. Demonstrate characteristics and motivations worthy of being a Sail Canada LTC/P Instructor;
8. Demonstrate a willingness to support the goals of the Sail Canada LTC/P program.
9. Complete a criminal background check;
10. Complete Sport Canada approved Safe Sport Training.

Note: It is important that candidates be current in their sailing skills and knowledge prior to entry into Instructor clinics. The sailing evaluation demands above average basic sailing skills and there is no time during the clinic for remedial work.

## Ashore Knowledge

The candidate must:

1. Achieve a mark of 90% on the *Sail Canada Start Keelboat Sailing* workbook (student level);
2. Achieve a mark of 90% on all *Sail Canada Start Keelboat Sailing Working Papers* as supplied in the Instructor Candidate Workbook. These are open-book and should be completed before the clinic.
3. Achieve a mark of 70% on the *Basic Cruising Standard (Version A)* written examination;

## **Ashore Skills**

In addition to the Basic Cruising Instructor Resource Book, the Start Keelboat Sailing Instructor Candidate Workbook and the Start Keelboat Sailing Instructor Candidate Notebook, there will be presentations by the Instructor-Evaluators (IEs) on technical skills relevant to sailing small keelboats, on the impact Canadian Regulations governing the delivery of programs on small keelboats on teaching methods and techniques.

The candidate will be required to prepare and present a dockside and on-water lesson from an assigned topic based on performance objectives from the Sail Canada Start Keelboat Sailing Standard. The specific topics will be assigned before the clinic so that the candidate will be given time to prepare a lesson plan.

### **Ashore Skills Evaluation:**

Candidates will be assessed on the ability to tie and teach knots as well as their knowledge of and ability to present other ashore knowledge components of the Start Keelboat Sailing standard at a level consistent with the requirements of the standard and of novice students.

## **Afloat Skills**

### **I. Afloat Evaluation #1: General Sailing and Seamanship**

The candidate under evaluation will be on the helm. The jib sheets will be handled by two other candidates. The boat will start closehauled and sail the following: closehauled, close reach, beam reach, broad reach, run, gybe, run, broad reach, beam reach, close reach, closehauled, tack, close hauled on the original tack. The manoeuvre will then be repeated by the same candidate sailing the “circle” in the opposite direction.

On each of the named points of sail the candidate will pause, check and adjust the sail trim and the direction of the boat; when these satisfy the candidate, he/she will call out the point of sail, for example, “steady on a beam reach”.

The candidate on the helm will handle the mainsheet if possible, and will be assessed on the following:

- a) Smoothness of the manoeuvres (no overshooting course when tacking, no broaching or violent boom swing when gybing, etc.);
- b) Turning in the correct direction;
- c) Commands to the jib sheet crew;
- d) Although the person on the helm will not be assessed for the handling of the jib, this candidate will be responsible for the final trim of the jib and the main before the “steady on course” call.

The candidate on the jib sheets will be assessed on the following:

- a) Safety of winch work;
- b) Casting off on tacks and gybes;
- c) Easing and hardening sheets;
- d) The trim of the jib before the person on the helm calls for any other adjustments.

The mainsheet traveller will be kept in its amidships position.

### **II. Afloat Evaluation #2: Single-handed Sailing**

The candidate will be assessed on ability to do the following single-handed:

- a) Starting with the boat at anchor with the sail furled, sail the boat from the anchorage and sail a prescribed course which involves at least three tacks (closehauled to closehauled) and three gybes (run to run to run);
- b) Put in and shake out a reef;
- c) Successfully demonstrate the Triangle Method COB procedure;
- d) Anchor and secure boat.

### **III. Teaching and Evaluation**

Candidates will be evaluated on their ability to teach each performance objective of the Standard and to note omissions and errors when students carry out these procedures and offer suitable constructive coaching.

For each performance objective, the candidate will be expected to know it, to be able to teach it, and to be able to critically evaluate and coach the performance of students.

## **Outcomes**

At the end of this clinic candidates may be:

- a) 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 , seamanship skills or lesson composition and delivery; unprofessional behavior at the clinic).

Candidates who are unsuccessful will be given a path to follow to address observed deficiencies and advised what will be required for them to achieve certification if desired.

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

## **Certification Authority**

Introduction to Sailing and Start Keelboat Sailing. Teaching and certification in a liveaboard (Cruise and Learn) format is authorized only for Start Keelboat Instructors with the Advanced Cruising Student Standard.

## **Additional Notes**

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

An Instructor 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 Instructor Development Program (IDP) in which the Instructor Candidate participated.

Recertification is required for all instructor levels within 36 months of the first calendar yearend following the last day of an initial certification, recertification or IDP as authorized by the Sail Canada Training and Certification Advisory Committee.

Recertification is by application to the Sail Canada as per *Learn to Cruise and Power Practices and Procedures Handbook* and *Sail Canada Website* or by attending an IDP to renew or upgrade Instructor/IE qualifications.

## **Physical Requirements for Candidates**

These training sessions will require periods of moderate upper body exertion, a moderate level of arm strength as well as agility and balance sufficient to allow the instructor candidate to safely move around the vessel. Participants will be expected to be able to demonstrate the ability to single-handedly operate the training vessel. The single-handed exercise will start with the vessel at anchor. As part of the exercise the candidate will be expected to set sail and raise anchor, operate the vessel on various points of sail, demonstrate a COB return under sail, reef and shake out a reef, and finally to lower sails and anchor the vessel. Demonstration of good communications and coaching skills will be expected of the candidate. Candidates will be asked to demonstrate the ability to safely operate a teaching vessel with novice sailors aboard in wind and weather conditions including the upper limits of a Strong Wind warning.

## **Further Information**

For further information on becoming a Sail Canada Keelboat / Cruising Instructor contact your Provincial Sailing Association or Sail Canada.