

May 1, 2022

Dear Instructor Candidate,

Thank you for your interest in the ACA L-2 Instructor Certification Workshop June 7 - 9, 2022. This program is designed for interested kayakers who feel they are ready to teach kayak touring skills in a cold-water environment. Our 3 -day intensive Instructor Certification Workshop will help you develop your kayaking, leadership and teaching skills as well as assess your ability to teach, lead and rescue your students should the need arise. The goals of this workshop are to: help you enhance your teaching techniques, give effective feedback, and polish group management skills while being evaluated to become an ACA instructor. You will need to demonstrate that you have an understanding of how to teach ACA Essentials of Kayak Touring 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 Crow Island in Stow, MA at 9am on the first morning (directions and exact meeting spot will be communicated 1 week prior to the course). The goal is to end each day by 5pm but at times we may stay later. This workshop will demand your full mental and physical attention for the duration of the course. I highly recommend you keep your evening options open for study and reflection. During this workshop you will be asked to teach segments of the workshop and lead sections of open water. You will be a rescuer and the person being rescued in cold water.

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 the class, please bring all of the equipment on the bring list at the end of this letter. If you have any questions about the list, please email me or 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 one 10 minute presentation. Your presentations should include visual aids and get the group involved as much as possible. Your goal should be to demonstrate good teaching techniques. It is more important to choose two or 3 points of a subject and get those across effectively, rather than try to show everything you know about the subject. Remember all presentations should be geared towards the beginner! 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. You are assigned this topic in advance so that you have the opportunity to show your best work. You may still be asked to do an impromptu presentation on any given topic.

On the final day, I will meet with each of you independently for to discuss your performance and eligibility to be a certified instructor. It is important to note that there are several outcomes to participation in this ICW.

1. Certified at a Level 2
2. Certified at a Level 1
3. Continued status - for example Certified at a Level 1 and with some additional time on specific skills that are identified by the Instructor Trainer as needing improvement, demonstrate to an instructor trainer at a future date, who can then pass you at a Level 2
4. No certification

One guarantee is that you will become a better paddler, teacher, and leader as a result of participating in this course. Please be sure to review what candidates need to do prior to the start of this program, listed at the bottom of this letter.

I look forward to working with each of you in June

Sincerely,

Cathy Piffath
ACA Instructor Trainer Educator
Tel. 207-833-5257

What You Should Plan to Bring with you every day

- Picnic lunch and snacks - make sure you have plenty to eat
- Plenty of water
- A thermos is highly recommended or a small stove to heat up water
- Notebook and pen
- ACA Manual
- Your presentation materials

Paddling Gear - expect that you may be in the water every day at some point

- Farmer john or jane wetsuit (if you need to borrow one let me know)
 - Long underwear shirt to wear beneath the wetsuit (they are sleeveless)
 - Bathing suit
 - A fleece top
 - A paddling jacket or wind shell
 - Hat with a visor
 - Fleece or wool hat (should ave this with you anytime you are on the water)
 - Paddling footwear
 - Sunglasses with a safety strap
 - Extra layers in the event of immersion
 - Dry bags to carry gear
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- Your own kayak, paddle, and PFD - unless program is supplying
 - Any safety equipment you may have - whistle, strobe lights, tow belt, compass, signal mirrors, etc...
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- Personal first aid kit with any prescriptions you may need

****What candidates need to do before this workshop begins**

- 1. Join the ACA - membership costs \$40 a year (<https://www.americancanoe.org>)**
- 2. Purchase the required ACA Instructor manual** - this can be done on the ACA website in their Estore under category for Instructors. There **is a hard copy, a CD version and a PDF version available.**
- 3. Have a current Basic First Aid and CPR card** - this is needed to get certified. If you don't have this at the completion of the workshop, certification will be deferred until you can provide these cards.