

## **Sea Kayak Guide**



Photo: Nic Mead, Auckland Sea Kayaks

## **Scope and Syllabus**

With the support of:



# NZOIA™ Sea Kayak Guide

## Scope

### Sea Kayak Guide Profile

The NZOIA Sea Kayak Guide is able to:

- Plan and prepare for a multi-day sea kayak trip
- Demonstrate safe and effective sea kayak skills
- Guide groups on a multi-day trip
- Apply nautical and weather interpretation and forecasting skills
- Apply effective safety management
- Role model and promote accepted environmental practices
- Provide cultural and environmental knowledge and interpretation to clients

### Scope

The holder of this qualification can organise and guide multi day sea kayak trips in coastal, lake or open water areas where adverse conditions and limited periods of exposed coast may be encountered. Overnight camping sites are in established areas.

Adverse conditions being; wind up to 20 knots, surf up to 1.0 metre, swell of up to 1.5 metres and tidal current of up to 4 knots.

### Prerequisites

Be a current Registered Member of NZOIA

Be 20 years old or over

Hold a current First Aid Certificate

Hold a Coastguard Boating Education Day Skippers qualification

Hold a Maritime VHF Operators Certificate

Have the following experience as evidence in a logbook:

**Total experience** – at least 40 days sea kayak experience in a variety of locations and conditions including 10 days on multi-day trips. These 40 days must include:

**Personal experience** – at least 20 days personal sea kayak experience

**Guiding experience** – at least 20 days guiding sea kayak groups. Experience will include co-guiding or working as an assistant guide.

A sea kayak day is considered to be at least 4 hours on the water. Sessions can be accumulated to make a day. Total experience can include training course days. Training course days cannot be included in personal experience. Additional days can include theory sessions e.g. trip planning, weather, navigation, nutrition.

The prerequisite experience requirements are minimums, extra days are recommended so that a broad range of experience is gained.

## **Registration and Revalidation**

Registration and revalidation with NZOIA provide proof of currency for NZOIA qualification holders.

### **Progressing to the NZOIA Sea Kayak Instructor Endorsement**

As the NZOIA Sea Kayak Guide gains more sea kayak instructing experience, they can progress to gaining the NZOIA Sea Kayak Instructor Endorsement. The steps they can follow include:

- Gaining the instructing experience outlined in the NZOIA Sea Kayak Instructor Endorsement prerequisites
- Attending an NZOIA Sea Kayak Instructor Endorsement training course
- Working with an NZOIA Sea Kayak Instructor Endorsement, 1 or 2 holder

# **Syllabus**

## **Assessment Notes**

This syllabus outlines what the content of the assessment will include and gives an idea of what assessment tasks the candidate will be asked to complete. All judgements on how the candidate meets the syllabus must be based on current good practice and industry standards.

Assessors use three types of direct evidence to judge a candidate's competency:

- Written questions/assignment
- Questioning and discussion
- Observation of practical tasks

Rolling will normally be assessed during a surf session and candidates would be expected to demonstrate rolling between waves/sets.

The NZOIA Sea Kayak Guide candidate is expected to demonstrate any of the competencies outlined in the NZOIA Sea Kayak Leader Scope and Syllabus, as well as the following competencies:

## **Technical Competence**

### **1. Describe the development of sea kayaking**

The candidate will be able to describe and discuss:

- 1.1** The development of sea kayaking as a recreation, sport and industry, including relevant organisations in New Zealand such as SKOANZ and KASK.

## **2. Demonstrate the care and correct use and repair of sea kayak equipment and clothing**

The candidate will:

- 2.1** Use equipment that is in good condition and well maintained and used in accordance with the manufacturer's recommendations and current good practice
- 2.2** Carry and use the appropriate clothing and footwear for the environmental conditions
- 2.3** Carry, demonstrate and/or describe the use and care of personal and safety equipment appropriate to the conditions for a safe and successful day trip e.g. flares, towlines, hand pump, VHF radio, Satellite phone, Personal Locator Beacon, Paddle Float, Split Paddle
- 2.4** Describe the characteristics of equipment e.g. Sea kayak design, PFD's, clothing
- 2.5** Complete a pre-activity check of equipment and describe how to identify worn or damaged equipment
- 2.6** Be able to carry out basic field repairs and provide the means to do so
- 2.7** Demonstrate the ability to safely transport kayaks by vehicle or trailer

## **3. Demonstrate sea kayak skills in a single sea kayak**

The candidate will demonstrate efficient and safe paddling skills without use of a rudder:

- 3.1** Forward paddling; power strokes and touring strokes
- 3.2** Reverse paddling strokes
- 3.3** Forward and reverse sweep strokes
- 3.4** Draw strokes
- 3.5** Brace/support stroke that rights the kayak from past the point of capsize
- 3.6** Emergency stopping strokes that stop the kayak in 3 strokes
- 3.7** Stern rudders
- 3.8** Railing/edging

The candidate will demonstrate:

- 3.9** The ability to launch and land in surf of up to 1 metre safely
- 3.10** The ability to avoid obstacles using appropriate stroke and boat control
- 3.11** The ability to ferry glide
- 3.12** Packing for an overnight trip

## **4. Demonstrate safe and efficient rescue skills from a single sea kayak**

The candidate will demonstrate the following self-rescue skills:

- 4.1** A reliable roll on one side
- 4.2** The ability to swim in kayak gear with paddle in adverse conditions
- 4.3** A self-rescue from a capsized kayak without the use of specialised equipment. Re-entry of kayak, kayak pumped out, spray deck secure, and ready to paddle within 2 minutes. e.g. re-entry and roll, straddle method.

- 4.4 A self-rescue from a capsized kayak with the use of specialised equipment (e.g. paddle float, stirrup, sling). Re-entry of kayak, kayak pumped out, spray deck secure, and ready to paddle within 2 minutes.

The candidate will demonstrate the following client rescue skills:

- 4.5 Competently and safely return client from capsize to a single kayak to be ready to paddle within 2 minutes
- 4.6 Competently and safely return a weak or tired client to a double kayak in 2 minutes and both clients to be ready to paddle within 4 minutes
- 4.7 An efficient quick response towing system (usable from physical contact within 10 seconds) that is releasable under load
- 4.8 An effective and efficient long distance towing system and demonstrate that it is releasable under load whilst capsized

## 5. Demonstrate navigation and location awareness skills

The candidate will demonstrate:

- 5.1 Use of maps and charts commonly used for sea kayaking in New Zealand
- 5.2 Using scale, symbols, gridlines, contours and features
- 5.3 Locating a specified point on a topographical map using a 6-figure grid reference
- 5.4 Record a specific position on a marine chart using longitude and latitude
- 5.5 Orientate a map or chart using features only and compass only
- 5.6 Determining present location on a chart using natural features only and using resections
- 5.7 Finding the bearing to a feature using a compass
- 5.8 Knowledge of beacons, buoyage and rules of the sea
- 5.9 The ability to predict tidal flows from charts and tide tables
- 5.10 Estimating distance and time to a given destination
- 5.11 Travelling on a compass bearing allowing for wind and sea conditions

## 6. Demonstrate camp-craft skills for established sites

The candidate will:

- 6.1 Describe considerations for selecting a campsite and have knowledge of the use, advantages and disadvantages of different camping shelters e.g. tents, flys/ tarps.
- 6.2 Describe the advantages, disadvantages and safe use of different stove types e.g. solid fuel, gas, methylated spirits and white spirits

## **Environment**

### **7. Apply nautical and weather interpretation and forecasting skills**

The candidate will describe, demonstrate and/or apply:

- 7.1** The dynamics of surf and wave formations
- 7.2** The effect of tides, currents and wind on sea kayaks
- 7.3** The ability to predict local conditions based on topography, tides and swell
- 7.4** Use of weather maps and forecasts to make a general prediction of wind direction, speed, temperature and precipitation
- 7.5** Observation of weather changes when in the field e.g. cloud types, wind speed, wind direction, temperature, and anticipate weather conditions

### **8. Role model and promote accepted environmental practices**

The candidate will:

- 8.1** Demonstrate and/or describe how to develop and maintain good relationships with landowners, seafarers and other users
- 8.2** Role model and promote the principles of Leave No Trace

### **9. Demonstrate environmental knowledge and interpretation skills**

The candidate will provide interpretive information about:

- 9.1** Local flora and fauna
- 9.2** Geology of the area
- 9.3** Influential organisations involved in New Zealand's coastal areas e.g. DoC/Te Papa Atawhai, Local and Regional Councils, Fisheries NZ, local Iwi

### **10. Understand connections between te ao Māori and the marine environment**

The candidate will:

- 10.1** Understand and be able to discuss concepts of te ao Māori relating to the marine environment. May include but is not limited to; kaitiakitanga, sites of cultural or historical significance visited, creation stories or pūrākau of the area.

## **Group Management and Leadership**

### **11. Plan and prepare for a multi-day sea kayak trip**

The candidate will prepare a written plan for a multi-day sea kayak trip, camping or staying in huts, which includes:

- 11.1** Map or chart showing; proposed route, bearings, estimated travel times and distances, points of interest, hazards
- 11.2** Hazard identification and risk management strategies e.g. RAMS, AMP, SAPS

- 11.3** Two relevant weather maps and analyses on which you are basing your proposed trip
- 11.4** Detailed contingency plan and alternate routes
- 11.5** Access details and contact phone numbers e.g. DOC, Local Iwi, Regional Council, Land owners, Metphone, Metfax, Coastguard, Marine VHF Channels for emergency and weather forecast
- 11.6** Clothing and equipment list for both individuals and the group
- 11.7** A menu plan which includes balanced, nutritious and varied food, fuel requirements, emergency food and identifies safe methods for organising group cooking

## **12. Lead and manage a group during a guided day trip**

The candidate will demonstrate:

- 12.1** The planning and systems for a successful day trip
- 12.2** Effective group briefing including setting ground rules, and debriefing
- 12.3** Effective management of a group on the water which includes; pacing, rest stops, keeping the group together, time management and a system for accounting for everyone
- 12.4** Motivating clients to ensure they are engaged, and have a positive experience
- 12.5** Establishing rapport and using a leadership style appropriate to the group
- 12.6** The ability to work with other guides

## **13. Apply effective safety management**

The candidate will:

- 13.1** Be able to effectively manage changing situations e.g. one or more capsized kayak, differences in abilities of group members, changes in weather and sea conditions
- 13.2** Demonstrate the awareness of risk and appropriate risk management strategies on and off the water during a given sea kayak trip
- 13.3** Have a first aid kit and be able to deal with first aid situations if required
- 13.4** Carry appropriate safety equipment relevant to the trip e.g. flares, hand pump, towline, emergency shelter
- 13.5** Be familiar with the use of and can describe the advantages and limitations of different methods of communication suitable for an aquatic environment e.g. VHF radio, Cellphone, Mountain Radio Service, signals, PLB and SAT phone
- 13.6** Demonstrate safe practices and good judgement and decision making
- 13.7** Take reasonably practicable steps to eliminated or minimise the effect of significant risks for self and others

## **Guiding and Instruction**

### **14. Provide clients with instruction on the skills necessary for a guided sea kayak trip**

The candidate will demonstrate effective briefing/instruction of the following:

#### Equipment

- 14.1** Appropriate clothing and equipment for the conditions
- 14.2** Fitting of kayak including adjustment and use of rudder
- 14.3** Storage of equipment, personal items and fitting of hatches
- 14.4** Fitting and use of buoyancy aid and spray deck
- 14.5** Lifting, carrying and transporting sea kayak

#### Safety

- 14.6** Signals on the water (paddle, hand and whistle)
- 14.7** Rafting up
- 14.8** Spray deck release and capsize procedure
- 14.9** Any relevant hazards including other water users

#### Paddling skills

- 14.10** Basic strokes including forward and stopping
- 14.11** Turning using rudder and strokes
- 14.12** Launch and landing

### **15. Provide cultural and environmental knowledge and interpretation to clients**

The candidate will be able to provide interpretive information that adds value to the client's experience. May include but is not limited to:

- nautical and weather interpretation
- accepted environmental practices
- history of the area
- flora, fauna, and geology of the area
- sites of cultural significance