

## **Sea Kayak Leader**



Photo: Ben Louie

## **Scope and Syllabus**

With the support of:



# NZOIA™ Sea Kayak Leader

## Scope

### Sea Kayak Leader Profile

The NZOIA Sea Kayak Leader is able to:

- Use a plan to prepare introductory sea kayak experiences
- Instruct groups in the skills required for a positive introductory kayak experience
- Lead and manage groups kayaking on flat or sheltered water environments
- Demonstrate effective safety management
- Obtain a weather forecast and apply weather interpretation skills
- Provide interpretive information about natural and cultural history and about flora and fauna
- Role model and promote accepted environmental practices

The NZOIA Sea Kayak Leader can work independently without direct supervision. Leaders are qualified to operate within an activity specific risk management plan and must be inducted into the area. The qualification does not define the skill set required to write or approve such a plan.

This is a foundation qualification and provides a stepping stone towards the NZOIA Sea Kayak Guide and NZOIA Sea Kayak 1 qualifications.

### Scope

The NZOIA Sea Kayak leader can lead sea kayak activities on flat or sheltered water, including estuaries, river deltas, sheltered beaches, lakes, coastal inlets and swimming pools, when the following environmental conditions apply:

- Wind does not exceed 15 knots
- Swell and wave height does not exceed 0.5m
- No significant tidal flow

The following are examples of flat or sheltered water environments that could be within the scope of a Leader depending on the characteristics of the group, weather conditions and equipment:

- Sheltered bays on any lake (e.g. Acacia Bay, Lake Taupo)
- Sheltered Bays in a harbour (e.g. Evans Bay)
- Avon/Heathcote estuary

The following are examples that would be beyond the scope of the NZOIA Sea Kayak Leader:

- Open ocean crossings
- Crossings of large lakes, bays and sounds
- Class 1 white water sections of rivers or above

The Sea Kayak Leader can lead groups using single or double sit on tops, closed and open deck kayaks.

## **Prerequisites**

Be a current Registered Member or working under an Affiliated Membership of NZOIA

Be 18 years old or over

Hold a current First Aid Certificate

Have the following experience as evidence in a logbook:

**Personal experience** – at least 10 days sea kayak experience (a sea kayak day is considered to be at least 4 hours on the water)

**Instructional experience** - at least 5 days additional experience as a co-leader or assistant leader all completed using a closed deck single or double sea kayak

The prerequisite experience requirements are minimums, extra days are recommended.

## **Registration and Revalidation**

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

### **Progressing to NZOIA Sea Kayak Guide or NZOIA Sea Kayak 1**

As the NZOIA Sea Kayak Leader gains more experience they may progress towards gaining the NZOIA Sea Kayak Guide or Sea Kayak 1 qualifications. The steps they would follow include:

- Gaining the experience outlined in the NZOIA Sea Kayak Guide and Sea Kayak 1 prerequisites
- Completing the Coastguard Boating Education Marine VHF Radio Operators qualification and NZ Day Skippers certificate
- Attending an NZOIA Sea Kayak Guide or Sea Kayak 1 training course
- Working with a NZOIA Sea Kayak Guide or Sea Kayak 1 holder

# Syllabus

## **Assessment Notes**

The 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 can use three types of direct evidence to judge a candidate's competency:
  - Workbook answers
  - Observation of practical tasks
  - Questioning and discussion
- Evidence of personal paddling skills can be demonstrated through games, warm-up activities or drills. While these would normally be demonstrated as part of the personal

competence part of the assessment, they could be demonstrated as part of the client day.

- Candidates are required to manage a number of rescue scenarios. These would normally be done with other candidates as part of the personal competence part of the assessment. The expected standard for these tasks is that each candidate has a turn being the leader and that they must have control of the group throughout the task. No person or equipment should be at risk of being blown away or drifting apart from the group.
- Tasks may be combined as a scenario and times adjusted accordingly

## **Technical Competence**

### **1. Demonstrate knowledge, care and appropriate use of sea kayak equipment and clothing**

The candidate will:

- 1.1** Use equipment that is in good condition and is well maintained
- 1.2** Complete a pre-activity check of equipment for damage and fit
- 1.3** Uses equipment in accordance with the manufacturer's recommendations and current good practice
- 1.4** Adjust foot pegs to aid rudder control and kayak stability
- 1.5** Stow safety equipment appropriate for intended trip and have the minimum following safety equipment; flares, either a VHF radio or a cell phone, a first aid kit, hand pump and a tow line
- 1.6** Use and carry the appropriate clothing and footwear for the environmental conditions
- 1.7** Correctly fit PFD
- 1.8** Correctly fit hatch covers and spray deck to sea kayak
- 1.9** For all equipment used demonstrate and/or be able to describe; the properties, common use, advantages, limitations, minimisation of wear, damage checking and storage

### **2. Demonstrate effective personal paddling skills on flat or sheltered water**

The candidate will demonstrate the following using a single sea kayak:

- 2.1** Launch and land using a method appropriate to the location
- 2.2** Launching and landing from a beach in surf up to 0.5m
- 2.3** Forward and reverse paddling
- 2.4** Forward and reverse sweep strokes on both sides and used in combination
- 2.5** Simple draw strokes on both sides to move kayak 1m sideways
- 2.6** Support strokes on both sides to recover from 45°
- 2.7** Stopping within 3 strokes from fast paddling
- 2.8** Using a combination of strokes, edging and raiing, to manoeuvre around objects, other craft and to raft up

### **3. Demonstrate effective rescue techniques and management on flat or sheltered water**

The candidate will demonstrate the following using a single sea kayak.

- 3.1** A wet exit with a spray deck
- 3.2** 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 3 minutes. e.g. re-entry and roll, straddle method
- 3.3** 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 3 minutes
- 3.4** Effective swimming in sea kayaking clothing and equipment
- 3.5** A rescue and re-entry of a client who has capsized from a single kayak completed (kayak pumped out, spray deck secure, ready to paddle) in under 2 minutes
- 3.6** A rescue and re-entry of two clients who have capsized from a double kayak completed (kayak pumped out, spray deck secure, ready to paddle) in under 5 minutes
- 3.7** Assisting a client who is weak, cold or injured back into their kayak using a stirrup or similar aid
- 3.8** Use a towline system to tow a kayak
- 3.9** Use a towline system to tow an unconscious swimmer
- 3.10** Use a long towline system to tow a client in a kayak, and be able to release the tow when capsized

## **The Environment**

### **4. Obtain a weather forecast and apply weather interpretation skills**

The candidate will:

- 4.1** Obtain a relevant weather forecast for a planned sea kayak trip and provide a verbal summary of the forecast
- 4.2** Describe the implications of the weather forecast for a planned sea kayak trip and make decisions about the trip based on the forecast
- 4.3** Observe any changes to the weather and modify a trip if necessary

### **5. Demonstrate cultural and environmental knowledge and interpretation of areas visited**

The candidate will:

- 5.1** Demonstrate cultural awareness and encourage cultural respect
- 5.2** Provide information about the natural and human history of the area
- 5.3** Share information on local flora and fauna

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

The candidate will:

- 6.1** Demonstrate and/or describe the responsibilities to land owners and other users, including access protocols
- 6.2** Role model and promote the principles of Leave No Trace

## **Group Management and Leadership**

### **7. Lead and manage a group sea kayaking on flat or sheltered water**

The candidate will be responsible for a group of clients' sea kayaking in a flat or sheltered water environment for a minimum of one hour and demonstrate:

- 7.1** Preparing and briefing the group including setting boundaries/safe areas and ground rules
- 7.2** Manage time appropriately in relation to the activity/trip plan and conditions
- 7.3** Coaching and encouraging clients to ensure they are engaged and have a positive experience
- 7.4** Effective management of the group on the water including keeping the group together and a system for accounting for everyone
- 7.5** Managing any capsizes and gear recovery efficiently
- 7.6** Establishing rapport with clients and an awareness of the emotional, cultural and other needs of the group

### **8. Demonstrate effective safety management**

The candidate will:

- 8.1** Leave intentions information with an appropriate group/organisation/person
- 8.2** Demonstrate an awareness of the risks and appropriate risk management strategies for a flat or sheltered water environment
- 8.3** Select a suitable venue/trip and demonstrate an awareness of any location specific hazards
- 8.4** Stow safety equipment appropriate for intended trip and have the minimum following safety equipment; flares, either a VHF radio or a cell phone, a first aid kit, hand pump and a towline
- 8.5** Demonstrate safe practices and good judgement and decision making within the scope of this qualification
- 8.6** Take reasonably practicable steps to eliminate or minimise the effect of significant risks for self and others

## **Instruction**

### **9. Plan and prepare an introductory sea kayak experience**

Using the information from the organisations safety management system the candidate will prepare a written plan which will contain the following information:

- 9.1** Develop aims based on knowledge of clients
- 9.2** Plan a logical sequence of progressions and activities
- 9.3** Any consent or access issues
- 9.4** Clothing and equipment list for both individuals and the group
- 9.5** A weather forecast
- 9.6** Risk and hazard identification and management
- 9.7** Emergency procedures

### **10. Instruct a group in the sea kayak skills required for a positive introductory experience**

The candidate will:

- 10.1** Prepare the location for client success as outlined in the SMS they are operating under
- 10.2** Use clear demonstrations and explanations
- 10.3** Uses a variety of teaching skills and methods
- 10.4** Provides opportunity for clients to practice
- 10.5** Deliver feedback that is timely and specific
- 10.6** Maintain a positive learning environment

The candidate will provide clients with instruction in the following sea kayak skills:

- 10.7** Selection and fitting of sea kayak, paddle, PFD and clothing appropriate for the conditions
- 10.8** Carrying and packing kayaks
- 10.9** Spray deck release and capsize procedure
- 10.10** Getting into and out of kayak at water's edge
- 10.11** Forward and backwards paddling
- 10.12** Turning and use of rudder
- 10.13** Stopping