

# Adaptive Sports Connection Kayak Training Curriculum

## LEVEL 1 KAYAK VOLUNTEER ROLE DESCRIPTIONS

### Equipment Handling

#### **BOAT RACK ORGANIZATION**

Learn and help keep the kayak racks organized and kayaks properly secured.

#### **MOVING WITHOUT INJURY**

Learn how to move kayaks without injury to yourself and others.

#### **HANDLES VS BUNGEEES**

Learn how and where to hold onto kayaks.

#### **DRAGGING CAUSES DAMAGE**

Understand how dragging kayaks damages the hulls stop anyone dragging.

#### **LEARN LIFE JACKET SHED**

Learn and help maintain organization in the Life Jacket Shed.

#### **LEARN THE PADDLE SHED**

Learn and help maintain organization in the Paddle Shed.

#### **LEARN ADAPTIVE EQUIPMENT**

Learn the use of adaptive equipment for kayaks and kayakers (pontoons, laterals, seats, paddle adaptations, chariot) and how to put them on boats.

### Life Vest Fitter

#### **UNDERSTAND LJ IMPORTANCE**

Learn how important Life Jackets are in reducing the chance of death or injury when worn at all times.

#### **LEARN LJ SHED LAYOUT**

Understand the way Life Jackets are organized in the LJ shed.

#### **LEARN LIFE JACKET TYPES**

Learn the different types of Life Jackets and suitable uses for each type.

#### **LEARN TO FIT A LIFE JACKET**

Learn how to properly fit a Life Jacket starting with participant weight, size, capabilities, comfort level.

#### **LEARN TO ADJUST LIFE JACKETS**

Become familiar with all adjustments on a Life Jacket. Start with the LJ loose and then tighten from bottom to the top.

#### **LEARN TO CHECK PROPER FIT**

Check the Life Jacket to ensure a snug fit and test to make sure it cannot be raised above the wearers mouth.

### Boardmaster

#### **LEARN BOARD STORAGE/SETUP**

Learn where the board, markers, and easel are kept, how to set up and get the board ready, and ensure everything is put properly away afterwards.

#### **LEARN DATA AND PLACEMENT**

Learn what information to collect and where to write that information such as leader/volunteer names, phone numbers, weather, water temperature, and other pertinent information.

#### **LEARN ABOUT BOAT NUMBERS**

Learn where numbers are located on boats and can describe to others.

#### **KEEP ATTENDED AT ALL TIMES**

The boardmaster must ensure they or a relief person are always at the board in a position to monitor and record launches/landings/data.

#### **KEEP CURRENT/UP-TO-DATE**

Understand it is important to maintain an up-to-date and accurate board.

#### **COMMUNICATE**

Speak up. Find out names and boat numbers. Stop a launch if you do not have names and boat numbers.

#### **KAYAK EVENT SHEET**

Responsible for Kayak Event Sheet during event.

### Second Buddy

#### **LEARN QUICK START LESSON**

Has taken & understands a quick start lesson taught by approved Adaptive Sports Connection volunteer or ACA instructor.

#### **DEMONSTRATE BASIC SKILLS**

Learn and demonstrate basic paddling skills.

#### **FAMILIAR WITH KAYAK AREA**

Learns and can describe the designated Adaptive Sports Connection paddling area and limits.

#### **CAN MANEUVER A KAYAK**

Able to maneuver a kayak well enough to assist and not interfere with lessons, participants, volunteers.

#### **CAN ASSIST LEAD BUDDY**

Able to provide assistance as needed to a lead buddy or participant, including but not limited to assisting with stability, rescue, retrieving equipment, relaying messages, kayaking and navigating independently.

# Adaptive Sports Connection Kayak Training Curriculum

## LEVEL 2 KAYAK VOLUNTEER ROLE DESCRIPTIONS

### Chooses Equipment

#### UNDERSTANDS KAYAK TYPES

Understands the differences between the various kayak types (recreational, whitewater, and sea kayaks), shapes, capacities, configurations and how their design affects their stability and their appropriateness for a person and a situation or conditions.

#### LEARN ADAPTIVE EQUIPMENT

Understands all adaptive equipment Adaptive Sports Connection owns, how to properly use it, and who each piece of equipment would be appropriate for.

#### LEARN ADAPTIVE SPORTS CONNECTION STABILITY GRID

Be able to read and use the stability grid of Adaptive Sports Connection kayaks.

#### PAIR KAYAKS WITH PARTICIPANTS

Can make appropriate choices when pairing participants with boats and learns when to recommend participants receive further seating assistance with a seating specialist.

### Dry Land Trainer

#### LEARN/SHOW KAYAK ENTRY

Learn and can show participants and others how to safely enter or exit a kayak as well as prevent damage to kayaks.

#### TEACH KAYAK ADJUSTMENTS

Learn and be able to show/teach participants and others how to adjust foot rests and seats.

#### LEARN QUICK START FLIP CHART

Understands contents of the quick start flip chart and demonstrates the ability to communicate the flip chart contents to participants and others.

#### CAN TEACH QUICK START

Demonstrates the ability to teach a quick start lesson to an individual or a small group.

#### HANDS ON TEACHING METHOD

Demonstrates the use of hands on teaching techniques to improve form and understanding by participants.

#### DEMONSTRATE TOW ROPE

Learns and teaches other the proper way to hook up a tow rope.

### Lead Buddy

#### FAMILIAR WITH RESCUE TYPES

Familiar with T/X rescue, scoop rescue and shore rescue to the extent they can assist with a rescue if needed.

#### PERFORM TOW TO SHORE RESCUE

Demonstrates the ability to perform a safe tow to shore rescue.

#### EFFECTIVE WITH THROW BAG

Demonstrates the effective use of a safety rope throw bag and proper repacking of the throw bag (note, normally would be after the rope is dry.)

#### DEMONSTRATE PADDLE SKILLS

Is able to demonstrate reasonable mastery of basic paddle skills (forward, reverse, stop, spin, move sideways/abeam.)

#### TEACH MANEUVERS TO OTHERS

Demonstrates the ability to teach others how to perform basic maneuvers in their kayak using basic paddle skills.

#### CAN BE SOLO VOLUNTEER

Demonstrates competence in a kayak working with individuals or groups of participants and appears to be able to handle themselves and others without extra assistance.

# Adaptive Sports Connection Kayak Training Curriculum

## LEVEL 3 KAYAK VOLUNTEER ROLE DESCRIPTIONS

### Beachmaster

#### ABLE TO BE BEACH LEADER

Beachmaster is the designated leader on the beach. They demonstrate good people and management skills while being able to manage and direct operations in the beach area.

#### DIRECTS LAUNCH ORDER

The Beachmaster decides who launches in what order and also coordinates landings.

#### APPROVES PARINGS/RATIOS

Beachmaster makes or approves final volunteer/participant assignments and makes sure the participant to volunteer ratio is acceptable.

#### WORKS WITH BOARDMASTER

Beachmaster confirms the Boardmaster has recorded pertinent information before launchings and after landings.

#### DOES/VERIFY SAFETY CHECK

Beachmaster either does themselves, or verifies a Senior Kayaker has done a final safety check before launching including life jacket fit, boat choice, seating arrangement, and participant comfort level. If something is not satisfactory the Beachmaster does not allow a launch until they feel everything is satisfactory.

#### DOES/VERIFY BALANCE CHECK

Beachmaster either performs a balance check themselves or verifies a Senior Kayaker has done so and everything is satisfactory before participants leave the beach area.

### Senior Kayaker

#### MONITORS/CORRECTS SAFETY

Senior Kayaker is familiar with Adaptive Sports Connection safety rules and while on or near the water they enforce those rules as well as monitor others around them for unsafe practices or conditions and takes action to correct safety issues

#### TEACH STROKES IN ACA TERMS

Senior Kayaker is able to teach others basic strokes (forward, backward, stop, spin, abeam) in ACA terms.

#### DEEP WATER COMFORTABLE

Senior Kayaker demonstrates the ability to stay calm and manage a situation when they or someone around them capsizes in deep water or has an emergency.

#### CAN PERFORM SAFETY CHECKS

Senior Kayaker is able to assist the Beachmaster by independently performing the pre-launch safety check as described under Beachmaster. The Senior Kayaker shall notify the Beachmaster the results of the Safety Check so the Beachmaster may decide to approve the launch.

#### CAN PERFORM BALANCE CHECKS

Senior Kayaker is able to assist the Beachmaster by independently performing the Balance Check as described under Beachmaster. If the Beachmaster or the Senior Kayaker is satisfied with the balance check the kayak may proceed to open water.

### Rescue Capable

#### KNOWS/PERFORMS RESCUES

Knows and can perform the T/X rescue, scoop rescue, and tow to shore rescue. Is able to remain calm and manage a capsize situation so it does not become a safety issue.

#### INSTRUCT OTHERS IN RESCUES

Can talk and assist other volunteers through the process of a rescue to utilize others as needed or desired.

# Adaptive Sports Connection Kayak Training Curriculum

## OTHER KAYAKING PROGRAM OPPORTUNITIES

### Safety Power Boat Driver

**Has completed Boater Education Course** and can show proof of

**Has received training from** approved Adaptive Sports Connection volunteer

**Has read instruction manual** for safety boat

### Seating

**More info coming!**

### Equipment Tech

Learn basics of fixing **seat straps**

Learn basics of **identifying/fixing cracks/leaks**

Learn how to **troubleshoot foot pedal issues**

### Paddleboard

**Familiar with storage** of paddleboards and accessories

**Familiar with how to move equipment** and not to put pressure on the fin

**Can instruct others how to safely launch** from the beach on a paddleboard

**Is familiar with and can instruct others on basic paddleboard strokes** such as forward, reverse, stop, and pivot.

**Can help others to get back onto a board** after falling off

### Registration

**Familiar with waiver procedures** and can inform everyone where to sign and will enforce

**Familiar with program fees** and can be responsible for collecting all payment

**Ensure that everyone correctly signs** in to each event on sign in sheets

**Familiar with registration sheets** and is sure to fill in all proper info such as emergency contact or background check

**Collects background check authorization** from volunteers who need it

**Will provide a short training** to volunteers who need it