



# BASIC CRUISING INSTRUCTOR STANDARD

## Course Description

This is one of the entry level Instructor Development courses for sailors wishing to deliver Sail Canada practical on water training in keelboats. Candidates successfully completing this course and registering with Sail Canada will be certified to deliver training leading to the Basic Cruising, Basic Crew, Start Keelboat Sailing and Introduction to Boating (Sail) standards and will be authorized to teach and examine for the Pleasure Craft Operator card. This clinic, leading to the Basic Cruising Instructor Standard focuses on developing coaching and instructional skills appropriate to the delivery of entry level sail training and skipper skill and knowledge development. Candidate sailing, seamanship and boating skills will be evaluated as part of this course. This course 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. Curriculum planning and content appropriate for this level of sail training as well as the desired approach to student evaluation will be incorporated into the activities that are part of this clinic. In addition to the Basic Cruising Instructors Resource Book and Candidate Workbook, there will be sessions led by the Instructor-Evaluators (IEs) on teaching methods and techniques.

It is envisioned that this Standard be implemented in 42 hours. Further clinic time may be scheduled to evaluate candidate sailing and presentation skills. Candidates will need to allocate additional time to complete working papers, review materials and prepare for the clinic. Candidates may also need to commit additional time to complete required examinations.

## Objective

To prepare competent sailors to deliver Sail Canada programs leading to the Basic Cruising Standard and to evaluate their capability to do so. At the end of this program 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 Sail Canada Basic Cruising standard.

## Prerequisites

The candidate must:

1. Be age 18 or older;
2. Have the Sail Canada Basic Cruising Standard or be able to demonstrate skills at that level;
3. Have the Sail Canada Basic Coastal Navigation or Coastal Navigation Standard;
4. Have 2 or more years keelboat sailing experience;
5. 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;
6. Have a PCOC card;
7. Have a VHF Restricted Operator's Certificate (Maritime) with DSC endorsement;
8. Demonstrate characteristics and motivations worthy of being at Sail Canada LTC/P Instructor;
9. Demonstrate a willingness to support the goals of the Sail Canada LTC/P program.

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 Basic Cruising (Version A)* examination;
2. Achieve a mark of 90% on the *Sail Canada PCOC* examination;
3. Achieve a mark of 70% on the *Sail Canada Intermediate Cruising* examination;

4. Achieve a mark of 90% on the *Sail Canada Rules and Buoyage Exam* based on Rules 1 through 37, 40 and 45 of the International Regulations for Prevention of Collision, the Canadian Buoyage System and Canadian regulations;
5. Achieve a mark of 90% on all *Sail Canada Basic Cruising Working Papers* as supplied in the Basic Cruising Instructor Candidate Workbook. These are open-book and should be completed at home before the clinic.

Note: Candidates that have achieved a Sail Canada Coastal Navigation, Basic Coastal Navigation or Intermediate Coastal Navigation certification using the current exam within 12 months of the clinic may be excused from repeating that examination. Candidates that hold the Intermediate Cruising or Intermediate Crew standards may be excused from repeating the Intermediate Cruising examination.

## **Ashore Skills**

The candidate will be required to prepare lesson plans and based on these plans present classroom, dockside and afloat lessons from assigned topics based on performance objectives from the Sail Canada Basic Cruising Standard. The specific topics will be assigned before and during the clinic and the candidate will be given time to prepare a lesson plan.

### **Ashore Skills Evaluation:**

Candidates will be assessed on their knowledge of and ability to present ashore knowledge components of the Basic Cruising standard at a level consistent with the requirements of the standard and of novice students.

## **Afloat Skills and Afloat Skills Evaluation**

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

This evaluation measures the ability of the candidates to sail efficiently on the points of sail and to communicate effectively with Crew. Skill evaluation methodology may vary. Following is a description of one evaluation method. 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 traveler will be kept in its amidships position.

Instructor Candidates will be evaluated on their sailing abilities including helmsmanship, points of sail and sail trim as well as on their communication with and management of crew throughout the manoeuvres.

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

This evaluation measures the ability of the candidates to sail effectively and safely manage the vessel under Sail in the situation where no crew resources are available to assist in vessel operation. Following is a description of one evaluation method.

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 (closehailed to closehailed) 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.

Instructor Candidates will be evaluated on their sailing abilities, seamanship and ability to manage the vessel on their own (in the event of an emergency).

### **III. Afloat Teaching and Skill 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 criticism.

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 or seamanship skills, unprofessional behavior at the clinic).

Candidates who remain in training at the end of the clinic will be given a path to follow to address observed deficiencies and advised what will be required for them to achieve certification.

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 Boating, Start Keelboat Sailing. Basic Crew Standard and Basic Cruising Standard and the Pleasure Craft Operator Card. Teaching and certification in a liveaboard (Cruise and Learn) format is authorized only for Basic Cruising 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 Committee. Recertifying candidates must demonstrate they are physically capable of caring for the students who placed in their care. This may be accomplished through completion of a Transport Canada Marine Medical examination or through demonstration of sailing and boat handling skills as defined by the Sail Canada Cruising Panel. Those teaching live-aboard courses must complete the Transport Canada marine medical.

Recertification is by application to the Sail Canada as per the LTC/P Practices and Procedures Handbook or the 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 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



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vessel with novice sailors aboard in wind and weather conditions including the upper limits of a Strong Wind warning.

Candidates that will be involved in the delivery of the “live aboard cruise and learn” formats of these courses will also be expected to meet the requirements specified for Intermediate Cruising Instructors.

### ***Further Information***

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