



## FLATWATER INSTRUCTOR ASSESSMENT

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### Award Definition:

The Flatwater Instructor Award is for people seeking a professional certification in flat water paddling environments.

The Paddle Australian Qualification Scheme (PAQS) is the industry benchmark certification designed to meet the need for paddling qualifications for use in education, recreational and tourism sectors nationwide.

Holders of the Flatwater Instructor Award have been assessed at and are qualified to lead and guide day and half day trips, plus instruct, facilitate and skill transfer to develop participants in order so that they may act independently or with minimal supervision on inland waters such as open lakes and rivers (but not on whitewater or at sea) in controlled conditions for inland kayaking and canoeing which include:

- Sheltered and calm waters
- Minimal wind
- Ease of access to shore
- Minimal flow of water

i.e.: - you are able to train a group of beginner students with practical and theory sessions to a level where they are able to plan and undertake a trip on their own (and/or pass the flatwater skills award), where if anything goes wrong, you have trained the students to deal with it.

### Prerequisites:

Candidates for assessment should have achieved substantial paddling and guiding and instructional experience and qualifications suitable to meet assessment criteria for the Flatwater Instructor qualification as defined in the PAQS evidence guidelines for the award prior to undertaking the assessment.

- PQ Flatwater Instructor Training or legitimate equivalent
- Proven paddling, guiding, instructional and rescue skills, and experience
- First Aid and CPR certificates (appropriate to your organisations requirements & area of operation)
- Meet all log book requirements
- **Please Note:**
  - this is an instructor assessment, it is not a training course
  - assessors will not provide any training or instruction

### Course Cost and Dates:

- Please check <https://qld.paddle.org.au/education/paqs-courses/> for advertised dates and cost.
- Craft & equipment hire available
- Course fee does not include Assessment and Paddle Australia Award Registration Fee
- **Please note:** Courses need to meet minimum registration numbers to run on advertised dates. If sufficient numbers are not registered one week before the program, alternative arrangements will be made with registered participants, including the option for a new date or to pay an additional fee [to meet minimum numbers].



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### Course Location/s:

- Paddle Queensland Canoeing has several venues it uses
- The location of the course will be determined from the location of the course participants, which will determine the final cost of the course and if an additional fee is payable
- Other course locations are available for private groups by negotiation

### Paddle Craft:

- You need to determine which craft you will be assessed in, as the award is craft specific.
- If the participants you are instructing and guiding are in canoes, you will need the "Canoe Award"
- If the participants you are instructing and guiding are in kayaks, you will need the "Kayak Award"
- If the participants you are instructing and guiding are in sit-on-tops, you will need the "Sit-on-Top Award"
- You may hold both canoe and kayak awards, however paddling skills, guiding, instructing and rescues will need to be assessed in both craft
- **Note:**
  - the "Kayak Award" covers sit-on-tops
  - the "Sit-on-Top Award" does not cover kayaks

### Equipment:

- It is expected that participants will supply their own equipment including craft, life jacket, paddle, rescue and safety equipment
- Personal equipment will require a safety check prior to commencement to determine its suitability for the paddling activity
- Paddle clothing, including enclosed footwear needs to be suitable to get wet and swim in, be sun-smart and appropriate for the conditions
- Suitable provisions to partake in and lead a day trip
- Please also bring
  - chair, clipboard, notebook and pens
  - ruler, pencil, protractor, compass, dividers and calculator



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### Assessment:

- This is a full day assessment from approximately 8:00am to 5:00pm
- All components of the assessment have to be completed within six weeks of the assessment date
- Candidates must be prepared to put their skills and knowledge into practice and need to come prepared for all aspects of the assessment
- Complete a written exam to demonstrate knowledge of correct paddling technique and guide and instructional abilities, navigation, weather interpretation, PAQS structure, lesson planning, risk management and safety
- In field assessment includes paddling equipment scrutiny and set up, ability to brief & instruct paddling skills, identify and correct faults, provide theory session, group management and communication, ability to provide safety briefings, ability to perform efficient rescues and tows
- Log book requirements:
  - logbooks should be clear, concise and verifiable by a third party
  - for assessment you will need to produce a verified log book showing over the previous three years at least:
    - a minimum of five paddling trips where each trip is of at least three hours' duration in the type of craft for which you are being assessed
    - plus a minimum of three flatwater guided trips where each trip is of at least three hours' duration as an assistant guide or an observer under training in the type of craft for which you are being assessed
    - plus a minimum of three flatwater guided trips where each trip is of at least three hours' duration as lead guide under the observation of a qualified guide in the type of craft for which you are being assessed
    - plus a minimum of three practical instructional activities in flatwater of at least three hours' duration as an assistant instructor or an observer under training in the type of craft for which you are being assessed
    - plus a minimum of three practical instructional activities in flatwater of at least three hours' duration as lead instructor under observation of a qualified instructor in the type of craft for which you are being assessed
    - plus one theory session as an assistant instructor or observer under training
    - plus one theory session as lead instructor under observation of a qualified instructor
  - this is in addition to the time spent on and off the water during your training and assessment
- Complete a written 'Assessment Project'
- **Please note:**
  - a candidate is not registered as a Flatwater Guide until all components of the assessment and registration process are completed and the appropriate fee for registration is paid
  - attendance and participation in an assessment is not a guarantee to successful completion of the award

### For enquiries contact:

Steven Rowland

Education and Recreation Officer

E [education.qld@paddle.org.au](mailto:education.qld@paddle.org.au)

M 0407 286 332 (Mon-Fri 9am to 4pm)