



Level 2: Essentials of Canoe Touring Instructor Criteria

Course Overview

Fundamentally, participants are expected to have the paddling skills, technical knowledge, rescue ability, teaching ability, group management, and interpersonal skills commensurate with this level of certification prior to presenting themselves for evaluation as Instructor Candidates at an Instructor Certification Course (IDW, ICE, or ICW).

Course Prerequisites

- Demonstrate general knowledge of the purpose and significance of the [ACA Essential Eligibility Criteria \(EEC\)](#).
- Be a current ACA member
- Understands and acts in accordance with [ACA's Code of Conduct](#)
- Completion of the appropriate level skills course, assessment course, or equivalent skills

Course Duration

Combined Instructor Development Workshop (IDW) and Instructor Certification Exam (ICE) - minimum 3 days (24 hours).

Course Location / Accessible Venues

Lakes or coastal waters with potential areas of exposure to mild wind and wave conditions, with constant access to safe landing and within 1.5 nm from shore:

- Winds less than 10 knots
- Waves less than 1 foot (0.3 meters)
- Current less than 1 knot

Course Size

Tandem: 6 Instructor Candidates : 1 Instructor Trainer; with an additional instructor, the ratio can be 12 : 2. The maximum number of instructor candidates permitted is 12.

Solo: 5 Instructor Candidates : 1 Instructor Trainer; with an additional instructor, the ratio can be 10 : 2. The maximum number of instructor candidates permitted is 10.

For additional details, see [SEIC Policy Manual Chapter 6](#).

Instructor Trainer

This certification course may be offered by Level 2: Essentials of Canoe Touring (or higher) ACA Instructor Trainers or Instructor Trainer Educators.

Succeeding Courses

- Level 3: Freestyle Canoeing Skills or Certification Course
-

General Requirements for all ACA Certification Candidates

- Be at least 18 years old
- Demonstrate general knowledge of [ACA Diversity, Equity, and Inclusion \(DEI\) initiatives](#)
- Successfully complete an Instructor Certification Workshop (combined ICW or IDW and ICE)
- Upon successful completion, register with the [Safety Education and Instruction Council](#)
- Have and maintain venue-appropriate first aid and age-appropriate CPR
- Demonstrate a general knowledge of paddlesports and the ACA
- Demonstrate the ability to appropriately perform, model, and teach all of the material contained within the official ACA skills course and assessment course outlines corresponding to their level of certification and all levels below, if applicable
- Demonstrate the ability to appropriately perform, model, and teach all of the following material, unassisted, in the appropriate venue
- Demonstrate the ability to appropriately perform, model, and teach all of the material contained within the official ACA skills course and assessment course outlines corresponding to their level of certification and all levels below, if applicable.

Certification Maintenance Requirements

- Teach a minimum of two courses that meet ACA standards within the four-year certification period and properly report the courses using the ACA [Course Management System \(CMS\)](#). At least one course must be at their highest level of certification
- Complete an Instructor Update, at the highest level of certification, during the four-year certification period
- Maintain ACA membership and SEIC registration annually
- Maintain appropriate CPR and first aid certification for the duration of certification

ACA Level 2: Essentials of Canoe Touring Instructor Requirements

Demonstrate a knowledge of ACA administrative processes:

- How to register and report a course (with and without insurance)
- An understanding of the ACA Waiver and Release of Liability
- Familiarity with the ACA website and the resources and SEIC policies available

Demonstrate a knowledge of and appropriately model teaching and learning theory:

- Understand multiple methods of teaching and how they impact different learners
- Differentiate instruction targeting different learners
- Use effective teaching methods including appropriate skills progressions when teaching complex skill sets
- Present information effectively, both prepared and impromptu
- Focus on **core principles** rather than specific techniques
- Effective methods of providing feedback

Demonstrate the following:

- Positive interpersonal skills to include all items outlined in the ACA [SEIC Policy Manual](#)
- Appropriate group management skills including leadership and judgment
- Ability to choose an appropriate venue / class site
- Effectively make documented skill assessments

Demonstrate ability to paddle efficiently and comfortably in venue utilizing:

- Boat stability (trim, stance, etc.)
- Safe and effective body usage: biomechanics (body, posture, linkage, and rotation)
- Efficient and effective paddle placement for intended maneuver
- Parts of strokes: CPR (catch, power, recovery), static and dynamic

Demonstrate ability to teach and model these paddling strokes:

Tandem (Bow)

- **Tandem (Bow)**
 - Forward
 - Forward with Switch / with bents
 - Back
 - Draw
 - Bow Draw (Dynamic / Static)
 - Cross Bow Draw (Dynamic / Static)
 - Push Away
 - Pry
 - Sweeps (Forward/Reverse)
 - Cross Forward
 - Cross Draw (Abeam / Static)
 - Sculls (Drawing / Prying)

- **Tandem (Stern)**

- Forward

- Forward with switch
- Forward with rudder
- Forward with stern pry
- Forward with J-stroke
- Back
- Draw
- Stern draw
- Push away
- Pry
- Stern pry
- Sweeps (forward / reverse)
- Cross Draw (abeam / static)
- Sculling (drawing / prying)
- **Solo**
 - Forward
 - Forward with switch
 - Forward with rudder
 - Forward with stern pry
 - Forward with J-stroke
 - Forward with C-stroke
 - Back
 - Draw
 - Bow draw (dynamic / static)
 - Cross bow draw (dynamic / static)
 - Stern draw
 - Push away
 - Pry
 - Stern pry
 - Sweeps (forward / reverse)
 - Cross forward
 - Cross draw (abeam / static)
 - Sculls (drawing / prying)

Demonstrate the ability to teach and appropriately model these flatwater maneuvers:

- Forward: Straight for 50 yards

- Reverse: Reasonably Straight
- Stopping (Forward/Reverse): 10 yards from a good speed
- Spin: 360 degree pivot to onside & offside
- Abeam: Sideways both sides 10 yards w/o headway
- Turns: Figure 8 (50 Yards)
- Sit & Switch Technique
- Switch Positions in the canoe on water
- Sideslips
- Stop Turns: Quick 90 degree turn to a complete stop near a buoy, dock, or shore

Demonstrate the ability to teach and appropriately model these rescue techniques:

- Deep water exits: controlled slide performed in flat water
- Controlled Capsize: Performed in deep water
- Self Rescue: Swim 20 yards to shore
- Towing a swimmer/canoe
- Swim a canoe 20 yards to shore
- Empty a canoe full of water at shore line
- Canoe over canoe rescue (T Rescue) on flat water
- Side by side (Parallel) on flat water
- Re-entry: Self & Assisted; Heel Hook, Sling on flat water

Demonstrate the ability to teach the following safety concepts:

- Put-In Briefing / Safety Talk
- Life Jackets: Types, Usage, Fitting, and Regulations
- 6-Ps of prevention concept: Proper Prior Planning Prevents Poor Performance
- Universal signals: paddle, hand, whistle
- Weather conditions important to the canoeist: 4-Ws (Water, Wind, Waves, and Weather)
- Cold shock, hypothermia, and hyperthermia: prevention and treatment
- Rescue Sequence (RETHROG)
- Boat traffic awareness and safe practice
- Safety equipment including signaling devices, bailer, pump, sling, light
- Emergency procedures

Demonstrate the ability to teach the following concepts and skills:

- Environmental Issues: Leave No Trace, etc.

- Personal Preparation: Planning, clothing, food and water
- Canoe: nomenclature, design, types, parts, materials
- Paddle: Types, parts, materials, fit, straight and bent
- Group Organization, Travel, Trip Planning
- Canoe Carries: Overhead & Suitcase
- Canoe Trim
- Launching and Landing: Low dock or bank to enter and exit safely
- Posture, Rocking, Balance
- Knots: Figure 8 or bowline, truckers hitch and 2 half hitches
- Car Topping: Loading/Unloading (Use of straps and knots)
- Federal, State and Local Laws and Regulations

Demonstrate knowledge and the ability to teach the following skills related to leading a group trip in lake travel and touring

- Planning a full day trip on larger lakes prone to wind and wave conditions
- Put-in Briefing / Safety Talk
- Group (3 boat minimum) and Group Management (Lead /Swep, Safety, Spacing)
- Use of maps, charts, compass prior to and during day trip

Demonstrate leadership, group management skills, experience and judgment necessary to be a safe, effective instructor

Notes:

An ACA Level 2: Essentials of Canoe Touring Instructor is expected to be able to demonstrate and teach everything on the Level 2: Skills Course and Level 2: Skills Assessment for their level/craft.

© American Canoe Association

Date of last revision: 12/8/2023

<https://americancanoe.org>

This curriculum is managed by the ACA Canoeing Committee. To connect with the leadership of this committee, please view the SEIC Committee rosters on [the ACA website](#).