



## Senior Instructor – SYLLABUS

CySaF has created a National Training Program (NTP) based on the World Sailing Coaching Framework. The NTP Coaching Framework is divided into two main categories: Participation and Performance. The Participation category primarily concentrates on the 'Learn to Sail' programs whilst the Performance category primarily covers the National and International racing programs.

There are four levels within the Participation category, these are: Assistant Instructor (AI); Instructor (I); Senior Instructor (SI); Instructor Developer (ID). Progress through the various levels depends on continuous personal development and proven ability. To ensure an all-round knowledge and experience is gained there are minimum time limits before progress between each level can be achieved and these are:

Instructor to Senior Instructor is a minimum of 2 years subject to the minimum age criteria detailed in the NTP Coaching Framework.

Senior Instructor to Instructor Developer is a minimum of 4 years subject to the minimum age criteria detailed in the NTP Coaching Framework.

The Senior Instructor syllabus is a follow-on from the Instructor syllabus therefore as a pre-requisite for entering the Senior Instructor Course it is expected that a potential Senior Instructor can confidently demonstrate on land and at sea all the elements of the Instructor syllabus and will already have completed the minimum period of time prescribed above as a qualified Instructor and hold the Instructor certificate. Persons interested in becoming a Senior Instructor must first be a very competent sailor and have been directly involved in club sailing programs. The Senior Instructor must be capable of managing, assisting and directing the sail training team of Instructors and Assistant Instructors, able to coordinate all the resources required and to carry out risk assessments of the training environment to ensure sail training is conducted safely and in an informative, enjoyable manner.

The Senior Instructor award is nationally recognized and the holder can deliver training at all national clubs. The Senior Instructor award is valid for 4 (four) years from the date of issue.

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National Training Program Manager



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MAIN TOPIC	SUBJECT	EXPECTED LEVEL OF KNOWLEDGE
<b>General knowledge of CySaF organization and facilities</b>	CySaF Organization Health & Safety	Have an awareness of CYSAF structure Be aware of the federation's emergency procedure and be able to undertake this role
<b>Club organization and facilities</b>	SOP's Safeguarding children and vulnerable adults Emergency Action Plan	Be fully conversant of the club Standard Operating Procedures with particular emphasis on training Know and understand the CySaF and individual club Child Protection Policy and the actions and preventions to be taken to protect the welfare of such persons in the teaching environment Know and fully understand the club EAP and the actions to take in the event of an accident or incident
<b>First Aid</b>	Certificate	Hold the St. John's Ambulance High School 2 <sup>nd</sup> Grade certificate of equivalent
<b>Training Instructors</b>	Qualities of Instructors  Coaching skills:  Instructing-Coaching-Teaching-Facilitating	Identify the qualities of a Instructor, recognize the qualities and capabilities required, know how to encourage and develop candidates by providing advice and training Identify the coaching skills  What are the differences between these 4 elements
<b>Learning and coaching styles</b>	Learning styles exercises Coaching styles exercises Teaching aids Land drills Video and other resources Making theory sessions more interactive	Teaching methods and course structure for the Learn to Sail Courses, which should include / combine the various subjects.  The SI responsibilities for the 5 elements - students, instructors, fleet, training facility, syllabus  What must be considered for each element



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<b>Monitoring the progress of a training course</b>	Briefing & Debriefing Instructors	Explain the task of the Senior Instructor: Teach, supervise or both? Continuous monitoring of weather conditions to decide if safety could be compromised Effectiveness of resources Objectives being achieved Supervise on-water sessions
<b>Sailing area</b>	Limits Hazards	Know the extent of the designated sailing area Know the local hazards within the sailing area Be able to allocate a sailing area to each instructor
<b>Rules</b>	Sailing IRPCS	Have a comprehensive knowledge of the Racing Rules of Sailing and their applicability during sail training courses Have an understanding of the International Regulations for the Prevention of Collisions at Sea and their applicability during sail training courses
<b>Presentation</b>	Presentation	Candidate to deliver a 15 minutes presentation on a given topic
<b>Workshops</b>	Workshop	Candidate to lead a workshop on a given topic
<b>Discussions</b>	Discussion	Candidate to lead discussion on a given topic
<b>Act as moderator</b>	Moderator	Moderate and comment on a colleagues teaching session
<b>Assistant Instructor &amp; Instructors</b>	Identify potential Asst Instructors & Instructors	Recognize the qualities and capabilities required of potential AI's and Instructors. Know how to encourage and develop candidates by providing advice and training.
<b>Standard Operation Procedures and Action Plans</b>	SOP Risk Assessment  Club Assessment Monitor Training Resources	Be able to implement, review and put in place all SOPs and Emergency Action Plans of the Club Conduct a risk assessment of a sailing or training facility. What must be included and how a risk is assessed What should be considered before deciding if on-water training can be delivered? Assessing a club for suitability as a training facility. What is involved in a club annual inspection What resources, physical and human, must a SI monitor in terms of being able to offer safe and appropriate training



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<b>Managing a team</b>	Assistant Instructors & instructors	Assist, monitor, supervise and evaluate assistant instructors and instructors Develop the persons in the team
<b>Teaching children and vulnerable adults</b>		What additional aspects must be considered and be in place before offering such training. What additional resources are essential? Do the instructor/student ratios change? Have good knowledge of the Child Protection Policy of the Club
<b>Ratios</b>		The ratio of instructor to student for different type of courses.
<b>Multi activity</b>		What to consider and how to control multi-activity training such as Youth Training, Adult training, Single Handler and Double Handler training.