

University of Minnesota Duluth –
Recreational Sports Outdoor Program

American Canoe Association

L1 & L2 Stand-Up Paddleboard (SUP)

Instructor Certification Workshop (ICW) June 20-23, 2019

This Instructor Certification Workshop will certify qualified candidates as a Level 1 Introduction to SUP Instructor and Level 2 Essentials of SUP Instructor. ACA Instructors seeking Upgrade or Update must contact the Instructor Trainer directly.

HERE'S WHAT TO EXPECT:

Three and a half days of SUP instructor training and assessment. You will prepare lessons, develop your teaching methods, analyze videotape, refine paddling skills, and meet with the Instructor Trainer (IT-Randy Carlson) and our guest Instructor Trainer Candidates.

WHERE: Meet at the UMD Outpost (See attached map below)

TOPICS:

Please read the attached course outline and visit the ACA website www.americancanoe.org to download the Instructor Criteria for the L-1 and L-2 SUP certification levels. These outlines provide more information on the skills that you will develop and be assessed on. Look over the L-3 Surf, Coastal and River SUP curriculum. Also take some time to review the website to gain a better understanding of the ACA.

WHAT TO BRING:

Instructor candidates should bring a notebook, writing instruments, PFD, wetsuit, paddling jacket, paddle, two filled water bottles, towel, warm clothing, shoes that will get wet, wide-brimmed hat, sunscreen, eye glasses strap, sunglasses, and a lunch. Bring your own SUP if possible and we will provide them as needed. (see list below)

UMD-RSOP PROVIDES:

High quality instructor training using three riverside and lakeshore facilities, printed instructional materials for you to keep, our library of books, videos and other instructional resources and use of a wide variety of SUP equipment during the workshop.

WHEN & COST – Community Rate & UMD Student Rate

June 20-23, 2019

(L-1 Introduction to SUP & L-2 Essentials of SUP)

\$420 Community, \$377 for UMD students

Before the workshop begins please visit www.americancanoe.org or call the ACA at 540-907-4460 x107 to process your \$25 annual membership. The Safety Education and Instruction Committee (SEIC) fee of \$35 will be paid for separately at the end of the workshop.



GOALS:

- Successful candidates will teach ACA SUP courses to their level of certification.

ADDITIONAL SUP RELATED COURSES IN 2019:

- Swift Water Rescue
May 28-30
- Surf/SUP/Foil Training
July 13,19,21,26

GENERAL INFO:

Phone: (218)726-6533

Fax: (218) 726-6767

Email: rsop@d.umn.edu

<http://www.umdrsop.org>

For direct contact with
Randy Carlson e-mail:

rcarlso6@d.umn.edu

phone: (218) 726-6177

The Real Classroom is Outside...Get Into It!

Thank you for inquiring about the ACA L-1 and L-2 Stand-Up Paddleboard (SUP) Instructor Certification Workshops (ICW) conducted in Carlton and Duluth MN. We are very proud of this ICW series and enjoy providing a stimulating and rewarding experience for you. As dedicated professionals we are constantly exploring and re-evaluating new teaching approaches in keeping with the most up-to-date paddling information.

General Information: Instructor Candidates can achieve certification in one or both of the levels offered. This series of SUP ICW's is designed to provide in-depth teaching experiences on flat, slow moving and open water settings using a variety of SUPs.

Each ICW consists of an Instructor Development Workshop (IDW) component and an Instructor Certification Exam (ICE) component that are scheduled side by side, without the typical three to four week separation. This is ideal when the Instructor Trainers and Instructor Candidates are traveling from distant locations to the workshop site. However, everyone involved must refine their skills before they show up. Prior to the workshop Instructor Candidates must spend time refining their personal paddling skills, particularly in the break down and modeling of paddling techniques done slowly.

The **Instructor Development Workshop (IDW)** component helps students become acquainted with the ACA model of effective instruction, paddling and leadership necessary in canoeing. The teaching techniques, paddling skills, technical knowledge and rescue and safety competencies necessary for successful completion of the Instructor Certification Exam will be reviewed and modeled during this course. The IDW focuses on fine-tuning each candidate's paddling, rescue, group management and teaching skills, as well as expanding their knowledge in various aspects of canoeing. Your paddling technique will be videotaped and you will learn how to evaluate your performance. Each Instructor Candidate will be assigned mini dry-land and on-water topics to present to the group. In addition, candidates will present a 10-15 minute lesson to the class during the IDW. This dress rehearsal will provide valuable content and process feedback from their peers and the IT(s). Evenings are spent reviewing videos, preparing lessons, or in conferences with the instructor trainers. Conferences focus on facilitating each instructor candidates overall skill development.

The **Instructor Certification Examination (ICE)** component primarily serves as an opportunity to evaluate the Instructor Candidate for certification. Participation in this aspect of the workshop does not guarantee certification. Candidates should arrive proficient in all of the skills listed on the course outline that corresponds with the desired level of certification. Throughout the certification process, candidates will be developed and evaluated in the areas below:

- **Technical Knowledge** - General knowledge of SUP, the ACA, lake and river environments.
- **Paddling Skills** - Technical proficiency, including personal paddling skills and comfort in a variety of water conditions. Showing 70% of the perfect technique demonstration (as modeled by the IT's) is necessary. Proper stroke mechanics must be used in all cases. The 30% variation allows for minor differences in the range of a stroke, the shape of a maneuvering demonstration and the overall visual impression that is made when different body types demonstrate a skill.
- **Teaching Ability** - Good physical modeling, the ability to break down maneuvers and skills into their components, clear, concise, organized and thorough presentations aimed at beginner to intermediate paddlers, people skills and general professionalism.
- **Safety Awareness and Technical Rescue Skills**- Due to the fact that water safety is one of the ACA's primary goals this section is weighted very heavily and candidates must demonstrate 100% competency all of the time.
- **More details on L-1 through L-2 SUP Instructor Criteria and new L-3 Surf, Coastal or River details are at http://www.americancanoe.org/?page=Instructor_Criteria**

Teaching Assignments: Each candidate will be assigned classroom, shore-side and on-water topics. These presentations should be concise and geared to intermediate and/or beginning students in an ACA Course. This is not a chance for you to tell us how much you know, but rather to demonstrate how well you can sort through all the available information to give a beginner student what they need to know in an efficient and effective manner. You will do an impromptu (3 to 5 minute) talk on a very basic topic, which should be familiar to all instructors (i.e. sizing PFD's). In addition, each candidate will be assigned a team teaching topic (10-15 minutes) on larger topics (i.e. trip planning, weather). After the instructor trainer conducted demonstrations you will be asked to teach specific strokes and maneuvers on the shoreline and on the water. Please review the workshop outline for more specifics on the topics that are assigned.

The classroom will have several resource books, videos, flip charts, markers, paper and other supplies that help you bring the teaching assignments to life.

Preparation: Please spend time learning about the ACA and familiarizing yourself with the curriculum at http://www.americancanoe.org/?page=Courses_SUP Please look over all of the SUP course outlines. If you have trouble accessing the ACA web site please contact the host Instructor Trainer (Randy Carlson) at (218) 726-6177. After reviewing the curriculum and the contents of this letter you will be ready to visit with me and make a decision about which certification levels are right for you.

The Instructor Trainers recommend that all Instructor Candidates attend an ACA Course prior to the Instructor Certification Workshop. If attending an ACA course is not feasible, then Instructor Candidates may wish to review some SUP instructional DVDs to gain insight on the performance of physical skills. **We will use the "L-2 SUP Routine" illustrated on page 8 of this document as our main tool for skills assessment. It's wise to practice this routine before the workshop begins so we can focus on refinement during the workshop. The process of mastering this routine will significantly increase your overall demonstration skills and assessment confidence as you move forward with your teaching in the future. See <https://www.youtube.com/user/RSOPVIDEOS/videos> for video examples of the routine.**

Resources: The required text book for all Instructor Candidates in this workshop is the new ACA Instruction Manual. The manual is built into the workshop fee and we will provide you with one when you arrive. You should also study a variety of SUP books and magazines before you arrive. An ACA SUP Glossary will be provided at the workshop to help you gain familiarity with SUP paddling terminology in order to complete the course successfully.

The Instructor Trainers will bring several books and videos to the workshop and all instructor candidates will receive several valuable handouts to help round out your resource materials.

ICE Outcomes: Please note, each Instructor Candidate must successfully complete the ICE for a given level in order to advance to the ICE at the next level. The Carlton series of workshops offers the following certification levels: L-1 Introduction to Canoe, L-2 Essentials of River Canoe, L-3 River Canoe and L-4 Whitewater Canoe Tandem and/or Solo. To gain insight and develop your skills, an instructor candidate can register to participate in the IDW component of a certification level and simply observe the ICE. The four outcomes of an ICE include: (1) successful certification, (2) continued status in which case the Instructor Candidate can demonstrate improved proficiency by sending a video to the Instructor Trainer or work with another IT at a later date, (3) repeat the ICE or (4) seek certification in another discipline at the ICE level with permission of the facilitating IT. Continued candidates must successfully complete the selection criteria within four years of the ICE to gain ACA Instructor status. For more information about ACA-SEIC policy please visit <http://www.americancanoe.org/?page=SEIC>

Instructor Updates and Upgrades: During the workshop Instructor Candidates will often have an opportunity to meet ACA Certified Canoe Instructors that attend two days of the workshop to fulfill their "Instructor Update" requirement, which is necessary once every four years to maintain certification. These instructors help Instructor Candidates with their skills, review lesson plans, observe presentations, participate in the video taping, and lead discussions on topics as needed. In addition, ACA SUP Instructors that are upgrading their certification will arrive for the days that correspond with the level of certification they wish to add.

ACA Membership: To participate in the Instructor Certification Workshop or the Instructor Update you must be a current ACA member. Individual annual ACA memberships start at \$25. Please call (540) 907-4460 or visit www.americancanoe.org to process your membership and receive your ACA number. Upon completion of a certification level you must register with the Safety Education and Instruction Council (SEIC) for an additional \$35 all payable to the "ACA". Detailed information on how the ACA works, hierarchies, requirements to maintain certification etc. will be covered within the workshop.

Please bring the following equipment items:

- SUP with leash

- Paddle and spare paddle
- Skull cap or thin hat
- Small throw bag or tow belt
- Coast Guard approved PFD
- Warm hat
- Appropriate footwear (ie. booties)
- Thermal underwear
- Paddling jacket and pants
- Wetsuit or drysuit
- Water bottle (filled)
- Notebook and pencils
- Casual change of clothes for evening & classroom

When feasible, we recommend that Instructor Candidates bring their own SUP. With appropriate advance notice however, we can provide a SUP, paddles and other accessories as needed.

Accommodations and Time Management: Staying in the Carlton Minnesota area is desirable to avoid too much time and energy spent driving. The RSOP summer catalog lists various camping and lodging options on page three and this information can also be found on our website www.umdrsop.org.

Tent camping is free at the Outpost which serves as the workshop headquarters. The Outpost camping option offers a lawn area for your tent, biffy, changing rooms, classroom, refrigerator, microwave, gas grill, tv/vcr and drinking water jugs. Often Instructor Candidates will try to save some money by sharing a room or campsite, which can be arranged on the first day of the workshop. Eating breakfast and lunch out of a cooler is typical. Dinner break is always long enough to have a well balanced sit down style meal. An expensive room and planned time with family, friends and relatives is not advisable since your evenings will be spent working on lesson plans, studying video, and resting up for the next day.

Workshop fees are payable to "UMD RSOP" with a check, money order, VISA, Master Card or Discover Card.

Please review the enclosed workshop schedule. The Outpost is located one mile east of Carlton on Highway 210. We are looking forward to seeing you!

Feel free to contact me if you have any questions. To register, call UMD Recreational Sports Outdoor Program at (218) 726-7128.

Sincerely,

Randy Carlson
 ACA L1-L2 SUP-IT
 UMD Recreational Sports Outdoor Program
 Whitewater Kayak, Canoe, Surf, SUP & Snow Kite Program Coordinator
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WORKSHOP OUTLINE L1 & L2 SUP ICW - Carlton/Duluth, MN June 20-23, 2019

Day 1 – June 20 Meets at the UMD Outpost in Carlton, MN

- Noon to 5pm
- General greeting and orientation to the UMD Outpost
 - Paddle for fun and go through the **SUP Level-2 Skills Assessment**
 - Evening options: set up camp, group dinner, video and book review

Day 2 – June 21 Meets at the UMD Outpost in Carlton, MN

(please bring LUNCH items with you in the morning)

8:30 am

- WELCOME, sign in on report form, attendance and waivers (read and sign)
- More detailed participant and instructor introductions, expectations, goals and course objectives
- Registration requirements, balances due, paperwork, etc. (please bring ACA #)
- Course outline, schedule, logistics and locations used

Instructor Trainer (IT) Presentation

- The ACA Organization
- Characteristics of an effective instructor
- Effective teaching techniques (whole-part-whole, describe-demo-do, IDEAS, games, etc.)
- Developing lesson plans and topic outlines
- Barriers to learning

Noon - Working Lunch Hour - **Terminology Discussion**

Use of the ACA SUP Glossary to introduce the terminology we will use and why

1:00pm - **IT Presentations: Concepts, Strokes & Bracing (dry-land and on water)**

- **Concepts of Paddling** (overarching concepts which apply to all situations)
 - Proper paddle position (holding t-grip/width of grip/switching sides)
 - Proper body position (neutral toes forward stance, hybrid stances, surf stances)
 - Proper board position (flat vs. edging and Six Degrees of Freedom)
 - Activating the core (helping students “feel” this)
 - Blade fully in the water before taking stroke
 - Center of balance/sweet spot
- **Strokes & Bracing (on-water)**
 - Forward (switching sides)
 - Back
 - Sweeps (forward/reverse)
 - Draws
 - Cross Sculling Draw
 - Nose Draw
 - Static Nose Draw
 - Nose Draw with Forward Stroke
 - Low & High Brace(s)

• **Giving and receiving accurate feedback, skill progressions and goal setting**

3:00pm - **IT Presentations: Rescues (on-water)**

- Rescue Sequence: (TRETROG)
- Unassisted board remount – Self Rescue in moderate conditions
 - (wind, waves, current)
- From SUP, retrieve a stray SUP and/or paddle then return it to swimmer
- Swim to SUP then go to retrieve stray paddle
- Towing a swimmer/board – in Level 2 conditions

4:30pm - **Impromptu Candidate Presentations**

Candidate Presentations: Dry land orientation (Impromptu, 3-5 minutes each) *assigned on day 1*

*Remember to demonstrate how well you can sort through all the available information to give a beginner what they need to know in an efficient and effective manner.

- PFD's (Life Vests): Types, Usage, Fitting and Regulations
- Board design and usage
- Paddle design and usage
- Leash design, proper attachment and usage
- Wetsuits and drysuit usage
- Footwear, gloves, hoods, other clothing items for hot and cold conditions
- Car Topping: Loading/Unloading (Use of straps and knots)
- SUP Carries: Suitcase, shoulder, overhead
- Fin and rail management when launching and landing at various locations

6:00pm – Done for the day: eat dinner, lesson plan preparation, video & book review

Day 3 – June 22 Meets at the UMD Outpost in Carlton, MN

(please bring LUNCH items with you in the morning)

8:30 am - IT Presentations: Your role as an ACA representative

- Potential certification outcomes and requirements
- Legal Liability
- Certification Maintenance and requirement
- ACA paper work/ Registration/Reporting

10:00am - Filming Candidate Strokes (on-water)

- Mount board from H2O
- Step back into surfer's position to un-weight nose of board for quicker pivot turns
- Spin: 360 degree pivot to onside & offside (use a total of 4 different strokes)
- Turns: Figure 8 (25 YDS)
- Forward: Straight 50 YDS on knees return in surfers position
- Stopping: 1 Board Length from good speed
- Sideslip: Sideways both sides 20 FT w headway
- Draw stokes (in water recovery and sculling)
- Braces

Noon – Working Lunch Hour: **Review videotape of candidate strokes** (classroom)

1:00pm – Team Teaching Candidate Presentations: 10-15 minutes each (classroom)

*Remember to demonstrate how well you can sort through all the available information to give a beginner what they need to know in an efficient and effective manner.

- Stand up paddleboard history
- 4- W's (Water, Wind, Waves and Weather) & their affect on SUP paddlers
- Cold shock, hypothermia and; (HELP/HUDDLE) prevention and treatment
- Hyperthermia; prevention and treatment
- Boat traffic awareness and safe practice: *Rules of the Nautical Road*
- Trip Planning: How to prepare for a short day trip
- On-water group organization & travel

3:00pm - Strokes & Bracing: Candidate Presentations (on-water)

- Forward (switching sides)
- Back (to stop)
- Sweeps (forward/reverse)
- Draws
- Cross Sculling Draw
- Nose Draw
- Static Nose Draw
- Nose draw with forward stroke
- Low & High Brace(s)
- Submerged Tail Pivot Turns

6:00pm – Done for the day: eat dinner, look over day trip materials, video & book review, optional 5-10 minute check in with the IT as needed - one on one review of L-1 instructor evaluation and preliminary L-2 instructor evaluation

Day 4 – June 23 Meet at the UMD Boat Shed in Duluth, MN – drive South on Lake Avenue then over the Aerial Lift Bridge to Park Point, turn right on 15th Street then turn right again to the brown building next to the Army Reserve. *(please bring LUNCH items with you in the morning)*

8:30am Pre-trip Preparation for a 5-7 Mile Day Trip from the UMD Boat Shed in Duluth to the UMD Lester River Surf Shack (or opposite way depending on wind direction).

We will start the day with a group discussion on route options, time frames, gearing up, setting shuttle, and sort out other trip related concerns as needed. Transportation & trailer provided by UMD with help as needed from candidates.

Day Trip – Logistics, Leadership and Paddling Skills: Candidate Presentations

(10-15 minutes each on-land and on-water) *assigned on day 3 or on day 4 during the day trip*

*Remember to demonstrate how well you can sort through all the available information to give a beginner what they need to know in an efficient and effective manner as we do our trip.

- Environmental Issues: working harbor, lake conditions, Leave No Trace, etc.
- Pre Trip Safety talk
 - Universal signals: paddle, hand, whistle
 - Signaling devices and safety equipment: personal and group
 - General safety issues and hazards of protected waterways (bays, lakes, estuaries, tidal creeks, marshes, etc.)
 - On-water group organization
- Exiting or entering the Duluth Ship Canal safely
- Landing and launching with a group on a sand beach
- Landing and launching with a group on a rocky shoreline
- Open water paddling
- Navigate using charts and landmarks
- Adjusting the route and paddling techniques to match wind & wave conditions
- Determine group speed (choose a rest site for lunch & track ETA to reach our designated take-out site)
- Demonstrate endurance to maintain 2-3 mph pace for minimum 1 hour
- Rescue & towing sequence

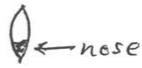
Improved Skills Demonstration Time - During our day trip candidates will have a chance to demonstrate high priority paddling skills that were identified for improvement during the day-3 videotape feedback session.

3:00pm - Evaluation and Conclusion

- Wrap-up steps discussed as a group
- Return borrowed equipment
- Gather personal equipment
- Complete course evaluation
- Ten minute - one on one Instructor Evaluations (sequenced in relation to drive home time)

5:00pm - Finish time for this workshop. Start time for your SUP instructor services!

L-2 SUP Routine



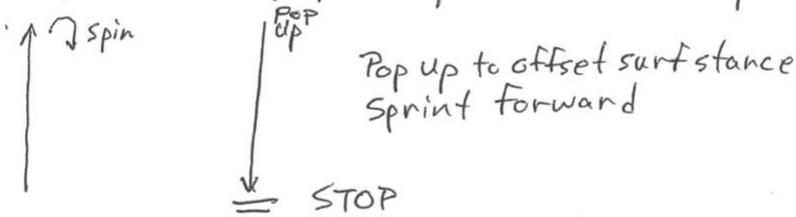
- Tug Leash Climb Up On Board
- 360° Spin (Sit on paddle, Tail Heavy)
- Stand up - Neutral Stance
 3 steps to Offset Even Trim
 2 steps to Offset Tail Heavy
- Clockwise / Counter Clockwise Spins
 Neutral Stance



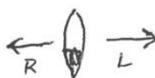
- Figure 8 Neutral Stance, same grip



- Kneeling Stance, 4 grip, straight line then 180° spin



-  Toe side/Heel Side Low Bracing
 - use offset surf stance

- +  Side to Side using draws/cross draws

-  Submerged Tail Fig: 8
 - offset surf stance, same grip

-  Submerged Tail Pivots
 - offset surf stance, same grip

