

# ISAF Member National Authority

## Training Scholarship

In partnership with  
Rockley International - ISAF Training Centre



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## Introduction

The 8-week ISAF Sail Training Scholarship will provide all the training and experience required to become a successful Training Manager within your National Sailing Association.

The Scholarship will develop instructing skills in sailing, windsurfing and powerboating. Candidates will be taught how to teach others and how to manage an accredited Sail Training Centre. The ISAF Scholarship will also develop candidate's knowledge on all aspects of running a nationally accredited Sail Training Scheme.

## Course Content

		<b>Days</b>
1	Sailing competency training	1 day
2	Sailing competency assessment	1 day
3	Dinghy Instructor Course	5 days
4	First Aid Training Course	1 day
5	Powerboat skills training (part 1)	2 days
6	Powerboat skills training (part 2)	2 days
7	Powerboat Instructor	3 days
8	Advanced Sailing Instructor	2 days
9	Race Instructor	1 day
10	Senior Sailing Instructor	4 days
11	Multi-hull training	2 days
12	Multi-hull Instructor	2 days
13	Windsurf training	4 days
14	Windsurf Instructor	5 days
15	Basic Safety & Navigation	2 days
16	Developing a National Sail Training programme	3 days
17	GMDSS SRC VHF Radio Training	1 day
18	Running a sail training centre	2 days
19	Developing a safe sailing environment / culture	1 day
20	MNA Industry visits	3 days
21	Sail Training Centre - Accreditation Training	2 days
22	Inspection process explained	1 day
23	Increasing Participation	1 day
	<b>Total days</b>	<b>50 days</b>

## **Qualifications**

Qualifications in the above courses will only be issued if the candidate has the relevant prior experience and reaches the pass standard. All experience gained will be recorded in the ISAF / Rockley Logbook. The Logbook will act as the evidence for the candidate on the completion of each course within the Scholarship. The candidate will also receive an ISAF Certificate of Attendance.

### **1. Sailing Competency Training**

*'The National Training Manager must be a competent and confident sailor with the ability to enthuse others with their passion for the sport'*

During the day the candidate will be taught sailing techniques and manoeuvres in line with best practice training methods. This will include:

- Person Over Board Drill
- Sailing a Triangular course
- Sailing a follow my leader course
- Stopping alongside a moored Safetyboat
- Picking up a Mooring buoy

### **2. Sailing Competency Assessment**

*'There is a minimum level of sailing ability required to become a successful Dinghy Instructor. If Instructors are not confident sailors then they will be unable to demonstrate sailing manoeuvres and techniques to others – an assessment of sailing skills is necessary to ensure a consistent national minimum standard'*

This day will be a formal assessment of the candidate's sailing skills. The candidate will need to demonstrate all the manoeuvres and techniques learnt on the Sailing Competency Training Day to a satisfactory standard. If unable to demonstrate the techniques and manoeuvres then the Scholarship programme will be modified to allow a greater time for the candidate to improve their sailing standard.

### **3. Dinghy Instructor Course**

*'The backbone of a National Sailing Scheme is the Dinghy Instructor. There needs to be a large number of individuals trained as Dinghy Instructors annually to ensure quality instruction is available within Nationally recognised Sail Training Centres'*

This 5 day course will instruct the candidate to teach others to sail using a best practice approach in line with the ISAF Learn to Sail programme. The course will use a variety of one person and two person boats and will be based around both land based and water based sessions. Shore based workshops will include:

- The Roles and Responsibilities of a Dinghy Instructor
- Child Protection Issues
- Learning Styles and Presentation Techniques
- Briefing and De Briefing Techniques
- Teaching Basic Navigation / Pilotage
- Teaching people with disabilities
- Avoiding Complaints

The aims of the Dinghy Instructor course are to give the candidate the knowledge and ability to act as a safe Dinghy Instructor in their local environment.

#### **4. First Aid**

*'Having an understanding of First Aid is required by all those involved with Sail Training. Accidents may occur in the Sail Training environment and individuals needs to be able to react in a responsible and considered way'*

This 1-day course will teach the candidate basic first aid techniques including:

- Cardio Pulmonary Resuscitation (CPR)
- Dealing with hypo/hyper thermia
- Drowning

The candidate on completion will be able to deal with emergency situations arising within the sailing environment.

#### **5. Powerboat Skills Training (part 1)**

*'The majority of Sail Training will be delivered from a powerboat. It is therefore a necessity that all those delivering Sail Training have a practical understanding of powerboating'*

This 2-day course will teach the candidate launch and recovery techniques and to drive a variety of powerboats at both high speed and low speed in a tidal location. The candidate will be taught:

- The different types of powerboats
- Different engine types and engine checks
- Types of anchors and anchoring
- Leaving and coming alongside a jetty
- Securing to a buoy
- Person over board recovery
- Manoeuvring in a tight space

## **6. Powerboat Skills Training (part 2)**

*'As a National Training Manager you need to be aware of all water safety issues arising from the use of a powerboat, including rescue techniques'*

Part 2 of the powerboat skills training course will concentrate on teaching the candidate to manoeuvre safely around fleets of boats and other water users. The course will include rescue techniques for dinghies, windsurfers, kayaks and kite surfers and will bring awareness of dealing with entrapment issues.

## **7. Powerboat Instructor**

*'A powerboat is the most essential tool used by a Dinghy Instructor teaching on the water. It is recommended that within a National Sailing Programme, powerboat skills be taught by a competent and knowledgeable Powerboat Instructor'*

This 3-day course will instruct the candidate on how to teach Part 1 & Part 2 powerboating to others. The course will teach briefing and de briefing techniques and will be delivered in a practical environment. Each practical session will develop the candidate's teaching abilities and will develop the approach:

**explain – demonstrate – instruct – review**

During the course the candidate will be assessed on their background understanding of powerboating and be expected to give a presentation based on a given topic.

## **8. Advanced Sailing Instructor**

*'National Sail Training programmes which utilise advanced sailing boats will need Instructors who are able to understand, demonstrate and teach advanced techniques with confidence'*

An Advanced Sailing Instructor will be able to teach individuals how to sail boats with asymmetric and conventional spinnakers – this will involve:

- Launching and recovering the spinnaker
- Setting and trimming the spinnaker
- Gybing the spinnaker

The course will also develop teaching techniques for:

- Trapezing
- Advanced tacking techniques
- Boat Tuning / set up

## **9. Race Instructor**

*'International Competitions and Continental / Olympic Games medals are the ultimate goal for most National Federations. Having a link between Sail Training and Racing is essential to achieve international success.*

The Race Instructor course will instruct the candidate to teach a basic introduction to Racing. The course will be both water based and land based and will develop the candidate's knowledge and delivery of club racing. This will include:

- The different types of club racing
- Starting tactics plus starting sequence
- The different types of courses, mark rounding
- Upwind sailing tactics
- The racing rules

## **10. Senior Sailing Instructor**

*'Understanding all aspects of the management of a Sail Training Centre is an essential element to overseeing a successful National Sailing Programme'*

The Senior Sailing instructor Course is 4 days in length and will teach the candidate to manage a Sail Training Centre. The course will focus on teaching the candidate to oversee groups of Instructors on the water and maintaining fleet control. The course will also identify all other areas that need to be considered when managing a Sail Training Centre including:

- Roles & Responsibilities of a Senior Instructor
- Child Protection
- Managing Safety – risk assessments
- Operating procedures
- Emergency action plans & teaching ratios
- Assistant Instructor Training
- Developing Session and Lesson plans
- Dealing with complaints
- An introduction to national accreditation Inspections

The candidate will also be tested on their communication techniques and will be expected to chair discussions. Having a good background knowledge is essential for a Senior Instructor so that they may act as a role model and be able to respond to Instructors' questions – the candidate will be tested throughout the course on their knowledge through a series of formal tests.

## **11. Multi-Hull Training**

*'A large proportion of first sailing experiences occur on a multi-hull on a beach holiday – a National Training Manager needs to understand the importance of quality multi-hull training within their National Sailing Scheme'*

It is essential that a successful National Training Manager has a good understanding of all types of sailing craft - including Multi-Hulls. This course will develop the candidate's knowledge and experience in sailing multi-hulls and will teach the practical competencies that will enable the candidate to become a Multi-Hull Instructor.

## **12. Multi-Hull Instructor**

*'Teaching multi-hull sailing involves specialist techniques. Having an understanding of these techniques will enable the Training Manager to develop a National Multi-hull Instructor Training programme'*

This 2- day Instructor qualification will teach the candidate how to instruct beginner and intermediate multi-hull sailors, using worldwide experts in their field to deliver this training.

## **13. Windsurf Training**

*'Windsurfing is an internationally popular and inspirational sport. Windsurfing taught well at beginner levels will allow a pathway between training, recreational sport and racing'*

This 4-day course will teach the candidate windsurf training techniques. The candidate will be taught to develop existing personal windsurf competencies with a view to moving onto advanced skills.

## **14. Windsurf Instructor Course**

*'Being able to understand the principles of teaching windsurfing will give the National Training Manager the appropriate skills needed to develop a National Windsurf training scheme'*

The Windsurf Instructor Course will instruct the candidate how to teach basic windsurfing manoeuvres. The course will be taught using land based demonstrations as well as water based sessions. The course will involve the candidate teaching others in simulated scenarios. The candidate will be expected to give a presentation on a given subject and will need to have a sound background knowledge in Windsurfing, as this will be tested throughout.

## **15. Basic Safety & Navigation**

*'Having a understanding of Basic water safety & Navigation will give a National Training Manager a valuable understanding of all safety issues involved with water use. Developing a culture of safety throughout the National Programmes is essential for the National Training Manager'*

This course will give the candidate a greater understanding of navigation and water safety issues, relating to all water users from dinghies to yachts. The course will include modules on:

- Charts and publications
- Water safety
- IALA buoyage
- Tidal considerations for water users
- Basic navigation and pilotage
- International rules for the prevention of collisions at sea
- The use of a GPS
- Anchoring
- Weather forecasts
- Planning a passage

## **16. Developing a National Sail Training programme**

*'A successful National Sail Training programme will have its roots based in a best practice approach'*

3 Days are allocated for the candidate to start the initial development of their National Sail Training programme. This section of the Scholarship will be chaired by an industry expert and will draw upon their practical working knowledge. The aim is to draw together a programme that is suitable for use in any given operating environment. This section will enable the candidate to reflect upon the experiences and pitfalls of running a National Sail Training programme and ensure that a best practice approach is used.

## **17. GMDSS SRC VHF Radio Training**

*'Understanding the principles of the use of a VHF is essential for any National Training Manager as it may be a National legal requirement'*

This 1-day course will teach the candidate to operate a VHF with a Global Maritime Distress and Safety System (GMDSS). The candidate must have full knowledge of the phonetic alphabet prior to attending this course. When completed, this course will give the potential National Training Manager the experience required to either develop a new National VHF Short Range Radio certificate or link with another National governmental organisation that will deliver VHF training.



## **18. Running a Sail Training Centre**

*'Understanding the complexity of running a Nationally recognised Training Centre will give the National Training Manager the tools needed to develop a accreditation framework'*

This 2-day course will focus on all the essential paperwork needed for the successful operation of a Sail Training Centre. The time will be spent understanding and producing:

- General operating procedures
- Local operating procedures
- Emergency procedures
- Risk assessments
- Maintenance logs
- Recording systems
- Promotional materials
- Booking forms

On completion, the candidate will be able to produce all the essential paperwork and have a full understanding of what is required to run a Sail Training Centre.

## **19. Developing a Safe Sailing Environment / Culture**

*'Developing a culture of Safety within the National Sail Training Scheme is essential for the National Training Manager. Every scheme needs to ensure that those who operate within it are practicing in a safe and considered way. Failure to ensure this through proper training, guidance and inspection will result in accidents and ultimately legal prosecution'*

This 1 day course will examine incidents / accidents that have occurred in National Sailing Associations and the lessons that have been learnt. The course will examine the importance of a national reporting system for accidents, incidents and near misses so that the National Sailing Federation is able to react as necessary. The National Training manager will be responsible for developing best practice approaches to emergency situations – this course will identify a method to do this and give practical examples.

## **20. MNA Industry Visits**

*'Developing links with other national maritime organisations is one of the roles of the National Training Manager. Building relationships and contacts within these maritime organisations will ensure that the National Sail Training scheme is current with National legal requirements and is recognised on all levels'*

3 days will be spent visiting UK maritime organisations. The days will consist of guided tours and presentations / explanations on the importance of developing links within a national maritime framework and the legal considerations. The organisations will include:

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- National Federations
- Governmental Maritime Organisations
- Private Companies
- Volunteer Organisations

## **21. Centre Accreditation Training**

*'Accrediting Sailing Centres will be one of the core functions of the National Training Manager. Having a thorough and comprehensive approach to conducting inspections will ensure that all sail training centres adhere to national set guidelines and operate in a safe manner'*

This course will give the candidate the tools needed to conduct inspections. During the course the candidate will inspect 3 Sail Training Centres using a current national Inspection System, with a recognised ISAF Inspector. The course aims to identify all practical issues involved with a Sail Training Centre inspection.

## **22. Inspection Process Explained**

*'Understanding the ISAF National Accreditation and Inspection process will give the National Training Manager the knowledge needed to fulfil all its requirements'*

This 1-day training course will be run by an ISAF Inspector and will explore the national accreditation requirements for the ISAF Connect to Sail Scheme. The aim of the day will be to develop a national action plan clearly defining the steps needed for National accreditation by ISAF.

## **23. Increasing Participation**

*'By developing a grassroots participation initiative, the National Training Manger will ensure a constant increase in regular participants entering into the world of sailing, thus promoting all aspects of the sport – training, recreation and racing'*

A Sailing Development Officer, who is a specialist in building cross-curricular links and partnerships between schools and clubs, will run the Increasing Participation workshop. This day will explore the current initiatives being used by National Associations to promote grassroots participation and their delivery methods. The focus will be on informing the candidate on the importance of developing regionalised links with existing club structures, training centres and schools.

## **Important Information**

### **Pre-Requisites**

- Sailing Ability

Any candidate entering onto the Scholarship programme will need to have a good level of sailing ability. This should include:

- 3 Years of Sailing Experience
- Have sailed in a variety of one person and two person dinghies
- Have sailed in a range of wind conditions

Please note that when applying for the Scholarship the candidate will be asked to provide evidence of their personal sailing ability. The evidence will need to be in the format of a short video clip and should show the applicant sailing around a triangular course in 11 knots or above. The triangular course should include an upwind leg.

- Background Knowledge

Any candidate entering on to the Scholarship should have read and understood the basic principles of the ISAF Connect to Sail scheme and the ISAF Learn to Sail programme.

### **2010 Scholarship dates**

11<sup>th</sup> Feb – 15<sup>th</sup> April 2010

6<sup>th</sup> September – 29<sup>th</sup> October 2010

### **Location**

Rockley International - ISAF Training Centre, Poole, UK

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