



Australian Government

Department of Education, Employment and Workplace Relations

SISOPWC405A Instruct basic personal water craft riding skills

Release: 2

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Modification History

Not Applicable

Unit Descriptor

This unit describes the performance outcomes, skills and knowledge required to instruct the basic skills used to safely ride a personal water craft. This unit focuses on planning, instructing and evaluating an instructional personal water craft session to enable participants to achieve the skills and knowledge required to safely operate, manoeuvre and stop a personal water craft in controlled conditions.

Application of the Unit

This unit applies to personal water craft instructors who are responsible for planning, implementing and evaluating instructional sessions for groups of participants in a range of controlled conditions with winds up to 10 knots, seas up to 1.0 metre and waves up to 0.5 metre.

This may include those working for private outdoor adventure companies, volunteer organisations, not for profit organisations, government agencies, or group instructors in outdoor education programs.

Licensing/Regulatory Information

No licensing, regulatory or certification requirements apply to this unit at the time of endorsement.

Pre-Requisites

Nil

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements and Performance Criteria

ELEMENT

PERFORMANCE CRITERIA

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the Evidence Guide.

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| <p>1. Plan a personal water craft riding session.</p> | <p>1.1. Establish participant's needs and <i>characteristics</i>.</p> <p>1.2. Assess participant's current personal water craft knowledge in order to determine the <i>session's aims and objectives</i>.</p> <p>1.3. Determine an appropriate <i>instructional plan</i> according to participant's needs and characteristics.</p> <p>1.4. Develop a <i>personal water craft riding plan</i> according to participant's needs and characteristics, <i>relevant legislation</i> and <i>organisational policies and procedures</i>.</p> <p>1.5. Identify potential <i>hazards</i> associated with riding a personal water craft in <i>controlled conditions</i> and minimise <i>risks</i> according to organisational policies and procedures.</p> <p>1.6. Access <i>relevant sources</i> to interpret detailed <i>weather and environmental information</i> and determine <i>contingency plans</i>.</p> |
| <p>2. Select and organise equipment and resources.</p> | <p>2.1. Select and access <i>equipment</i> and <i>resources</i> according to <i>contextual issues</i> and organisational policies and procedures, and check working condition.</p> <p>2.2. Check equipment for safety and suitability according to relevant legislation and manufacturer's recommendations, and adjust and fit to ensure personal comfort.</p> <p>2.3. Check contents of first aid and repair kits to ensure suitability to the location and activity.</p> |
| <p>3. Brief participants.</p> | <p>3.1. Communicate instructions and <i>relevant information</i> about the personal water craft riding session in a manner appropriate to the participants.</p> <p>3.2. Encourage participants to seek clarification, information and feedback as required during the</p> |

ELEMENT**PERFORMANCE CRITERIA**

- session.
- 3.3. Establish a suitable communication system to use while participating in personal water craft activities
- 3.4. Inform participants of known and anticipated hazards, **safety procedures** and appropriate behaviour.
- 3.5. Check and confirm that all participant equipment is fitted and adjusted.
4. Instruct the session.
- 4.1. Conduct introductory activities for participants to reduce the risk of injury.
- 4.2. Monitor individual participant's performance during personal water craft riding session in controlled conditions.
- 4.3. Provide positive encouragement and or feedback to each participant throughout session and encourage feedback and questioning.
- 4.4. Apply **instructional techniques** to impart **required knowledge, basic personal water craft riding skills** and **safety and rescue procedures**.
- 4.5. Observe participants during session and adjust or refine individual and or group technique as required.
- 4.6. Inform participants of opportunities to further develop their personal water craft riding skills and knowledge.
5. Complete post session responsibilities.
- 5.1. Retrieve, inspect, repair and store equipment according to organisational policies and procedures.
- 5.2. Provide opportunities for participants to identify their personal progress and satisfaction with the session, and give feedback as required.
- 5.3. Evaluate **relevant aspects** of the personal water craft session and determine the level of learning achieved.
- 5.4. Identify potential areas of improvement for future personal water craft riding instructional sessions.

Required Skills and Knowledge

This section describes the skills and knowledge required for this unit.

Required skills

- communication skills to:
 - consult with participants to plan personal water craft riding sessions
 - convey information about the safety aspects
 - interact with participants to create a safe and positive environment
- problem-solving skills to:
 - plan sessions according to participant's needs and characteristics
 - use instructional techniques to suit a range of participant's needs, characteristics and learning styles
 - address participant difficulties in developing basic techniques
 - anticipate and respond to non-routine situations
- planning and organising skills to:
 - source, allocate and coordinate resources, equipment and a suitable location
 - monitor and evaluate progress
 - organise participants into manageable groups
- language and literacy skills to:
 - produce personal water craft riding and instructional plans for the session
 - complete post-session participant and self evaluations
- personal water craft riding skills to demonstrate and explain techniques to participants
- first aid and emergency response skills appropriate to the location to enable initial response and or rescue in emergencies.

Required knowledge

- legislation and organisational policies and procedures to enable safe conduct of personal water craft session
- site specific information to assist in the planning process and enable management of potential personal water craft riding hazards and any special restrictions applying to the area
- equipment and personal water craft types, characteristics and technology, the advantages and disadvantages of the range of equipment and its care and maintenance to enable appropriate selection and use
- clothing requirements for outdoor activities and factors affecting appropriate clothing selection, such as layering and protective clothing
- instruction techniques and theories applicable to a range of ages and learning abilities
- principles of nutrition to maintain health and energy throughout the session
- basic personal water craft riding techniques and communication methods used between riders to reduce risk

- technical personal water craft knowledge, such as techniques and procedures to suit the conditions
- sources of weather and environmental information to ascertain possible conditions and their effect on the session
- sea features, such as currents, waves and tides, and how these might impact on the personal water craft riding experience
- maintenance tools and repair kits and their use to enable minor repairs to be completed
- first aid, emergency and rescue procedures relevant to the location to ensure risk minimisation to self and group.

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the following is essential:

- plans and delivers information, explanations and demonstrations for personal water craft sessions to ensure activities are conducted safely according to participant's needs and characteristics
- observes and monitors the progress of participants and provides constructive feedback and intervention to improve basic personal water craft riding performance
- applies and modifies instructional techniques and or activities to cater for a range of individual learning styles
- evaluates and reflects on own instruction performance to identify strengths, weaknesses and areas that need improvement.

Context of and specific resources for assessment

Assessment must ensure instruction of personal water craft activities on controlled waters that reflect the needs and characteristics of a range of participants to demonstrate competency and consistency of performance.

Assessment must also ensure access to:

- resources and information regarding participants and location to plan, instruct and document personal water craft sessions
- a suitable body of water with controlled conditions that enables the conduct of personal water craft instructional sessions
- participants to take part in the session
- personal water craft equipment, tools and spare parts, safety and first aid equipment, navigation aids and teaching equipment
- a suitable and safe method of transport, if required to drive craft to and from activity location.

Method of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

- oral or written questioning to assess knowledge and

application of relevant legislation and organisational policies and procedures to enable safe conduct of all personal water craft activities

- observation of safe personal water craft instruction, monitoring and adjustment according to participant's needs and characteristics
- portfolio of personal water craft session plans
- third-party reports from a supervisor detailing performance.

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Characteristics may include:

- age
- cultural and situational factors
- previous experience and knowledge
- physical development.

Session's aims and objectives may include:

- developing personal water craft skills and techniques
- education
- development
- therapy
- fitness targets
- recreation

Instructional plan may include:

- personal water craft activities and drills
- duration of activities and drills.

Personal water craft riding plan may include:

- aims and objectives
- date, time
- location, equipment and resources
- instructor and participant ratios
- safety requirements
- risk management plan.

Relevant legislation may include:

- occupational health and safety
- permits or permission for access
- environmental regulations
- marine regulations

Organisational policies and procedures may include:

- occupational health and safety
- risk management procedures
- time and budget constraints
- use and maintenance of equipment
- communication protocols
- confidentiality of participant information
- code of ethics.

Hazards may include:

- temperature extremes
- slippery or unstable terrain
- dangerous animals and insects
- stinging trees and nettles

- dense vegetation
 - group management hazards
 - slippery or unstable shore
 - poor posture, poor technique
 - poor carrying techniques
 - poor carrying techniques
 - loose or insecure craft when being transported
 - other craft.
- Controlled conditions** may include:
- winds up to 10 knots
 - seas less than 1.0 metre
 - surf no higher than 0.5 metre.
- Risks** may include:
- hypothermia
 - heat exhaustion
 - injuries
 - exhaustion
 - lost party or party member
 - equipment and course failure.
- Relevant sources** may include:
- Bureau of Meteorology
 - media
 - land managers or agencies
 - coastal patrol or coastguard
 - volunteer marine rescue
 - local knowledge.
- Weather and environmental information** may include:
- satellite images
 - daily and weekly forecasts
 - maximum and minimum temperatures
 - weather warnings
 - event warnings
 - river levels
 - synoptic charts
 - high and low tide predictions.
- Contingency plans** may include:
- change in weather and water conditions
 - equipment failure
 - participant's needs.
- Equipment** may include:
- personal water craft equipment
 - tools and spare parts
 - safety, first aid and rescue equipment
 - navigation equipment
 - communication equipment.
- Resources** may include:
- clothing
 - food and water

- Contextual issues** may include:
- teaching aids.
 - weather conditions, including times
 - season
 - transport
 - location
 - trip distance and duration
 - group objectives
 - group size.
- Relevant information** may include:
- risk and hazard prevention and management
 - safety procedures
 - personal water craft techniques
 - responsible and safe behaviour.
- Safety procedures** may include:
- appropriate spacing between participants
 - contingency and risk management plans
 - use of safety and rescue equipment.
- Instructional techniques** may include:
- simple to complex
 - part to whole
 - chronological
 - known to unknown
 - D.E.D.I.C.T
 - demonstrate
 - explain
 - demonstrate
 - instruct
 - critique
 - test
 - E.D.I.C.T
 - explain
 - demonstrate
 - instruct
 - critique
 - test
 - I.D.E.A
 - introduce
 - demonstrate
 - explain
 - apply
- Required knowledge** may include:
- basic personal water craft skills and techniques
 - water conditions
 - minimal impact practices
 - communication systems used in personal water craft riding.

Basic personal water craft riding skills may include:

- pre start checks
- change in posture and position
- sitting and standing
- weight transfer and distribution
- speed and throttle control
- stopping and driving
- turning and manoeuvring.

Safety and rescue procedures may include:

- emergency response
- group management in emergency situations
- treatment and prevention of common personal water craft injuries
- communication systems.

Relevant aspects may include:

- objectives
- planning process
- activity site
- weather
- equipment selection
- clothing selection
- food selection
- instructional content
- instructional technique
- assessment technique
- group feedback
- directing techniques
- rescue techniques employed.

Unit Sector(s)

Outdoor Recreation

Competency Field

Personal Water Craft