

# Sail Nova Scotia Dinghy Instructor Pathway



The three components of Instructor Training are:

1. Complete Prerequisites, “In Training”
2. Take the Training, “Trained”
3. Certification Evaluation, “Certified”

Note: Sail Nova Scotia Courses (Fundamental, Boat Safety, Tune-Up, and the three Technical Clinics) are held in the Spring, registration opens by February.

## 1) Complete Prerequisites (in any order)

- a) CANSail Student Level (never expires)
  - a. 1&2 Instructors need CANSail 4
  - b. 3&4 Instructors need CANSail 5
  - c. 5&6 Instructors need CANSail 6
- b) Pleasure Craft Operators Card  
This certification is offered online by a variety of providers.
- c) Standard/Intermediate Level First Aid & CPR (valid for 3 years)  
Priority First Aid (<https://priorityfirstaid.ca/>) offers a hybrid of virtual & in-person. Other First Aid providers include St. Johns Ambulance, and Lifesaving Society, and Red Cross.
- d) Fundamental Course (never expires)  
This course is the theory component of teaching, which is run entirely on land. It is hosted by Sail NS, and typically two to three per year (November and April/May). Registration can be found here: <https://sailnovascotia.checklick.com/>
- e) Boat Safety Course (valid for 5 years)  
This course is hosted by Sail NS. Registration can be found here: <https://sailnovascotia.checklick.com/>
- f) Enhanced Police Information Check (valid for 5 years)  
This is a requirement for any instructor aged 18 or older. Sail Canada has partnered with Sterling Talent Solutions to complete background checks. Access the online portal here: <https://pages.sterlingbackcheck.ca/landing-pages/s/sail-canada/>

g) Safe Sport Training (valid for 5 years)

This is a required component for all sport leaders across Canada. The online module can be completed here: <https://safesport.coach.ca/>

h) Making Ethical Decisions (never expires)

This is a required component for all sport leaders across Canada. The online module can be completed here: <https://coach.ca/nccp-make-ethical-decisions>

i) Tune Up Weekend

First time instructors, or any instructor challenging their CANSail Level, are encouraged to attend the Tune Up/Team Racing Weekend. This course is hosted by Sail NS, registration here: <https://sailnovascotia.checklick.com/>

j) 16 years of age

The Coaching Association of Canada requires all coaches and instructors to be at least 16 years of age.

All progress is tracked through the Sail Canada database, log in here:

[https://members.sailing.ca/index.php?action=login.show\\_member\\_login](https://members.sailing.ca/index.php?action=login.show_member_login)

Unsure if you have a profile? You can look it up here:

[https://members.sailing.ca/index.php?action=login.find\\_cya\\_number](https://members.sailing.ca/index.php?action=login.find_cya_number)

**Once a prerequisite is completed it will need to be uploaded to your Sail Canada profile.** To upload a prerequisite: send proof of completion (ex: a picture or certificate) to the Sail Nova Scotia Technical Director at [techdirector@sailnovascotia.ca](mailto:techdirector@sailnovascotia.ca). They can also assist you with any with login issues with the Sail Canada database & the Coaching Association's database known as The Locker.

You should complete all prerequisites before attending the Technical Clinic, as these clinics build on the knowledge and experiences you gain during Step 1.

## 2) Take the Training

Enroll in a Sail NS Technical Clinic (sometimes called an Instructor Clinic) that matches the level you are interested in teaching. The three options are:

1. 1&2 Technical Clinic (for teaching CANSail 1&2 sailors)
2. 3&4 Technical Clinic (for teaching CANSail 3&4 sailors)
3. 5&6 Technical Clinic (for teaching CANSail 5&6 sailors)

Registration can be found here: <https://sailnovascotia.checklick.com/>

**Following the successful completion of your technical clinic and prerequisite courses you must register with Sail Canada (yearly)!** Register by [logging on to your Sail Canada account](#) and selecting “Instructor Registration” from the main menu. Then, you’ll receive insurance coverage as well as unlock access to helpful coaching resources such as the Instructor Packs.

**Now you are ready to start teaching sailing!** Your status as a “trained” instructor will last for 2 years from your Technical Clinic (until Dec. 31<sup>st</sup>). During this time, you have all the abilities of a certified coach apart from signing off on sailors’ CANSail levels.

### **3) Become Certified**

Have a Sail NS Learning Facilitator visit the club where you instruct. They will ensure the skills learned in Steps 1 and 2 are being used in the real world! To schedule a Certification Evaluation contact [techdirector@sailnovascotia.ca](mailto:techdirector@sailnovascotia.ca).

**You are now a certified instructor!** Your status will remain valid up to 4 years from the date of your Technical Clinic (until Dec. 31<sup>st</sup>). If you would like to continue coaching after the 4 year period ends, schedule a recertification (same process as a certification) or attend another Technical Clinic.

### **Questions?**

Contact Sail NS Technical Director at [techdirector@sailnovascotia.ca](mailto:techdirector@sailnovascotia.ca).