

YPRC TRIP LEADER INFORMATION

Without our trip leaders and assistant trip leaders, we wouldn't be able to provide our members with the amazing experience of kayaking on the Hudson River, around New York City and other venues

If you are interested in becoming a trip leader, please talk to any current kayak trip leaders and/or reach out to safety committee.

To Become a YPRC Trip Leader or Assistant See the guidelines below:

PROCESS AND QUALIFICATIONS

1. Inform the Safety Committee that you would like to be a Trip Leader or assistant
2. Pass the YPRC Trip Leader assessment.
3. Pass YPRC Local Knowledge test **verbal questions**
4. Assistant trip leaders, Assist on two YPRC kayak trips with 2 different certified instructor and /or Trip Leaders and have them pass you.
5. Trip Leaders; Co-lead at least three kayak trips (These trips must run with at least one trip assistant and three participants. Trip leaders in training must be evaluated by at least two different YPRC safety committee members or by two ACA Level 2 instructors.

Co-leading means existing YPRC trip leader oversees and supervises a trip leader in training who will:

- Create a float plan
- Post the event on the calendar
- Evaluate all potential paddlers' skill level for trip participation,
- Execute the trip (including set-up and clean-up)

NOTE: All applicants for trip leader and assistant trip leader are subject to final approval by the Safety Committee.

Trip Leader Assessment

Participant: _____ Date: _____

Location and venue: _____

Rating: ✓ = Passing N = Needs more practice

<i>Maneuvering Skills</i>	P/N	Comments
Forward and reverse paddling		
Turning with forward and reverse momentum		
Static turns and 360° rotation with forward and reverse strokes		
Sideways movement—static		
Preventing capsize with low braces		
<i>Rescues and Tows</i>	P/N	Comments
T-rescue		
Any approved group rescue		
Unresponsive paddler, e.g. Hand-of-God, boat flip		
Side by side with stabilization assisted rescue (if SOT)		
Cross kayak PFD grab assisted rescue (if SOT)		
Stirrup rescue (OPTIONAL)		
Swimmer carried (bow, stern and back deck)		
Contact tow (forward and reverse)		
Tow—single boat		

<i>Technical</i>	P/N	Comments
Navigation		
Boat repair (BASIC)		

<i>Leadership</i>	P/N	Comments
Assess Group abilities		
Environmental awareness		
Group awareness		
Group management		
Risk assessment		
Communications		
Positioning		
Launching and landing		

<i>Knowledge</i>	P/N	Comments
Weather		
Tides and currents		
Conditions		

Trip planning	
Communication and signaling	
Rules of the road	
Prevention and management of hypothermia and hyperthermia	

FINAL ASSESSMENT	COMMENTS
PASS_	NEEDS MORE WORK
<p>Assessor: _____</p> <p>Signature: _____</p> <p style="text-align: center;">_____ Date: _____</p> <p>Assisting: _____</p> <p>: _____</p>	

TRIP LEADER CHECKLIST: BEFORE

1. ALL PADDLERS HAVE SIGNED SIGNING IN ONLINE
2. PFD'S HAVE BEEN DISTRIBUTED + FITTED
3. BOATS HAVE BEEN CHECKED FOR SAFETY +
DISTRIBUTED
4. PADDLES HAVE BEEN DISTRIBUTED

5. CLUBHOUSE IS LOCKED, South Lawn is Locked

6. BOATS ARE ASSEMBLED ON front of Boathouse

7. BOATS ARE CHECKED FOR SAFETY GEAR,
EQUIPMENT AND FOOTPEGS ARE ADJUSTED

8. RULES AND REGULATIONS ARE ANNOUNCED

9. ROUTE IS DISCUSSED

- 10.PADDLING EXPERIENCE OF PARTICIPANTS
IS GATHERED

- 11.BASIC PADDLE STROKES ARE EXPLANIED AND
DEMONSTRATED. QUESTIONS ARE ANSWERED

- 12.BOATS ARE MOVED TO DOCK Gate locked and
Boats are LAUNCHED

TRIP LEADER CHECKLIST: RETURN

1. BOATS AND ALL EQUIPMENT IS CLEANED
2. BOATS + GEAR ARE RETURNED TO HOUSE AND/OR STORED ON OUTSIDE RACKS
3. ANY BOATS OR EQUIPMENT NEEDING REPAIRS OR MAINTENANCE GET LISTED ON THE INCIDENT SHEET AND FILED
4. CLUBHOUSE IS UNLOCKED
5. RADIOS + IPAD SECURED and SHUT OFF
6. PADDLERS SIGN OUT
7. CLUBHOUSE IS LOCKED
8. Dock + South lawn are Locked
9. LAST ROUNDS ARE MADE