

Bradford and Bingley Canoe Club

Paddlesport Activity Assistants' Roles and Remits

An outline of roles that Paddlesport Activity Assistant can take on and the remit in which we would allow them to operate **with our members and guests** .
These are all restricted to Home Waters defined below.

Role	Remit
Coaching Assistant	<p>Helping qualified coaches as assistants on beginners and intermediate coached groups.</p> <p>This would include:</p> <ul style="list-style-type: none"> • Helping people get fitted to boats and kit, and getting to and from the water • Assisting coaches with safety and group management • Leading games • Reinforcing demonstrations and teaching points from coaches • Rescuing capsized paddlers
Home Water Trip Assistant	<p>Leading club members on short informal trips on 'Home Waters' only.</p> <p>This would include:</p> <ul style="list-style-type: none"> • Organisation and planning of the trip • Ensuring safety in line with the club's standard risk assessment • Working to a maximum ratio of 1 PAA to 4 paddlers
Paddlefit Leader	<p>Leading paddlefit session for club members on the flat water.</p> <p>This would include:</p> <ul style="list-style-type: none"> • Setting up for the session and putting equipment away again • Delivering the session from the relevant Paddlefit Card • Ensuring safety in line with the club's standard risk assessment
Club session lead Assistant	<p>Leading sessions for club members and guests on flat water and white water at the site: club.</p> <p>This would include:</p> <ul style="list-style-type: none"> • Assessing the group for environmental conditions with reference to club guidelines • Understanding the paddlers' needs and planning session delivery with evaluation • Ensure members present understand and execute their responsibilities with respect to the club facilities • Deploying safety systems on the water and bank • Ensuring the club's Standard Operating Procedures are followed
Dry Training Assistant	<p>Run off the water fitness training for club members (i.e. circuits).</p> <p>This would include:</p> <ul style="list-style-type: none"> • Setting up for the session and putting equipment away again • Delivering the session using activities agreed in consultation with coaches

	<ul style="list-style-type: none"> Ensuring safety in line with the club's standard risk assessment
Meeter & Greeter	<p>Meet and greet people on beginners courses, taster days, events. This would include:</p> <ul style="list-style-type: none"> Providing a friendly welcome and introduction to the club Ensuring people know their way around the club Introducing people to coaches and CAA's running their session
Pool Assistant	<p>Supporting coaches in the running of coached pool session. This would include:</p> <ul style="list-style-type: none"> Acting as Pool Safety Reinforcing demonstrations and teaching points from coaches Righting paddlers they are working with

Notes:

- Some of these roles involve making judgments about who can paddle and in what circumstances. The number of variables influencing a judgment is huge and for those roles, deploying assistants who have proven common sense and experience seems to the Trustees to be a reasonable way to go about things.
- Details of the competencies for PAA's to be signed off against (or received training for) are in the PAA Role Mapping and PAA Action Log documents - this comprises of generic criteria set out by BC and additional role specific criteria that the club sets.
- "Home Water" are stretches of water that we use regularly and safely. The 'Site' is within the boundaries of the CFT land and 'Home Water' for trips is from *below* Marley Weir to the Rowing Club.
- Prior to an interview with an aspirant PAA, the roles should be thoroughly understood by the aspirant and interviewing pair. The aspirant to self assess prior to the process and interview. The interview is to be seen as a reality check – ie that the aspirant has a realistic view of their abilities and capacity. Recommendation to be made to the PAA sub-committee by the interviewing pair.