



## **INSTRUCTOR QUALITIES AND CODE OF CONDUCT**

Sailing coaches and instructors play a vital role in the development of all sailors. They are instrumental in encouraging all sailors to expand their knowledge of seamanship, sportsmanship, and sailing in general.

### **Qualities AB looks for in our instructors:**

1. Exercise patience when dealing with students – everyone learns differently
2. Use humor – a good way to break the ice or remove tension (stay away from sexist, ethnic and crude jokes)
3. Give students daily feedback and let them know how they are coming along – DON'T Wait until the end
4. If 2 instructors are teaching 1 course you will require excellent communication between the 2 instructors as to what material (practical/theory) was covered the previous week. Fill out "Afloat Skill Checklist" and pass on to 2<sup>nd</sup> instructor.
5. Use your personal experience as an example when teaching a particular topic
6. When teaching keep as much practical oriented as possible (ie. walk around harbor to show students different boats, boat parts, anchors; use actual sail when explaining different names of sides and corners; show them safety equipment as opposed to teaching from a textbook)
7. While on the water – try to incorporate theory where possible
8. Display and use teaching aids as much as possible
9. Quality of our LTC courses include:
  - a. Lots of On-the-Water time
  - b. Boats in good condition (so report issues ASAP)
  - c. Personalized instruction (use examples based on personal experience)
  - d. Hands on learning environment
  - e. Experienced and enthusiastic instructors
10. Remember that students are here to enjoy themselves and to grow to love a new recreational activity. This is not the military and we need to be patient and fun for them to learn.

### **Other AB instructor expectations:**

1. Conduct themselves in a professional manner and deliver the highest quality of instruction

2. Strive to maintain continuous and positive communications between students, instructors, Advantage Boating, Ontario Sailing, and Sail Canada
3. Treat representatives of AB and students with the same honesty they would expect towards themselves. The same honesty will extend to the instructors handling of sailing qualifications, certifications and assessment of student's abilities.
4. Respect privacy, confidentiality and personal exchange of information
5. Set aside conflicts between instructor and students or others within the context of carrying out their professional sailing instructor responsibilities
6. Accept and provide professional review and feedback including review from students, Advantage Boating management, and instructor peers

## **Sail Canada Instructor Code of Conduct:**

The following is taken from the Sail Canada Instructor Code of Conduct document (2012).

Sail Canada certified instructors have a responsibility to:

1. Treat fairly within the context of their activity, regardless of gender, place of origin, race, physical or mental disabilities, sexual orientation, religion, political beliefs or economic status.
2. Direct comments or criticism at the performance rather than at the student
3. Consistently display high personal standards and project a favorable image of sailing and coaching by:
  - a. Refraining from public criticism of other sailing coaches, instructors or students
  - b. Abstaining from the use of tobacco products while in the presence of athletes or students
  - c. Abstaining from the drinking of alcoholic beverages when working with under age athletes or students
  - d. Promote responsible drinking
  - e. Refrain from the use of profane, insulting, harassing or otherwise offensive language in the conduct of his/her duties
  - f. Refrain from the use of drugs or banned substances.
4. Respect the skill level of the athletes and students by:
  - a. Ensuring that the activity being undertaken is suitable for the age, experience and ability
  - b. Educating students in their responsibility to contribute to a safe sailing environment
  - c. Treat sailors and officials with respect and actively encourage athletes to do the same
  - d. Encourage all sailors to demonstrate their own code of conduct
5. Ensure the safety of all sailors and fellow instructors
6. Respect the dignity of students and athletes. Verbal or physical behaviors that constitute harassment or abuse are not acceptable