

Australian Canoeing Award Scheme 2014

Assessment record

Australian Canoeing Assessor



Section 1

Candidate		
Given name:		Family name:
Address:		
Suburb:	State:	Postcode:
Phone: Home:	Work:	Mobile:
Email address:		
Date of Birth:	Male Female	Aboriginal or Torres Strait Islander

Section 2

National Training Provider:	
Assessor:	
AC registration number:	Phone number:
Trainer:	
AC registration number:	Phone number:

Award definition

Australian Canoeing Assessors are appointed for a period of three (3) years. These people are instructors in their own right who have additional experience and an ability to judge the standards of paddlers.

Assessments must be performed through National Training Providers. Some National Training Providers (NTP's) may require candidates to complete an Assessor Course prior to application.

Assessors are able to assess up to the level of award they currently hold

Section 3

Skill Component
<i>This checklist should be used for the three (3) co-assessments required under the experience component:</i>
Did the probationary assessor:
Clearly communicated the assessment criteria to be demonstrated
Implemented WHS requirements and observe and interpret candidate behaviour which may put people at risk

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Demonstrated how the principles of assessment are applied
Used valid, reliable, flexible and fair assessment methods
Treated the candidate(s) with curtest and without prejudice
Carried out the assessment without inappropriate intrusion or instruction
Demonstrated the ability to recognise individual difference and diversity
Assessed for all aspects of competency
Maintained personal safety throughout the assessment
Encourage candidate(s) to self-assess
Provided feedback on the results
Recorded the outcome appropriately
Observed equal opportunity and disability policies
Informed candidates of the appeals mechanism

The candidate has demonstrated competence in the above knowledge component

Date:

Signature:

Evidence notes:

Section 4

Knowledge Component:

Demonstrates an understanding of the AC Safety Guidelines and Award Scheme Handbook
Demonstrates knowledge of the constitution and bylaws of Australian Canoeing
Demonstrates understanding of the Award Scheme Policies
An understanding of risk management practices and principles
Demonstrate an understanding of Workplace Health Safety, and Equal Opportunity principles and practices

The candidate has demonstrated competence in the above knowledge component

Date:

Signature:

Evidence notes:

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Section 5

Experience component:

Provide a verified log (including attachments) demonstrating the following:

Be at least 18 years of age

Have operated as an Australian Canoeing Instructor for at least three (3) years

Have paddled for at least five (5) years

Hold a current First Aid Certificate (including CPR)

Delivered at least three (3) components of an instructional program under an NTP or Assessor

Have co-assessed under the direction of a Assessor in at least three (3) AC assessments

Letter of endorsement from a National Training Provider or Assessor supporting the appointment

The candidate has demonstrated the required experience in this component

Date:

Signature:

Evidence notes:

Section 6

Communication component:

Did the probationary assessor demonstrate interpersonal skills to

Maintain appropriate relationships

Establish trust

Use appropriate body language

Demonstrate tolerance

Manage a group

The candidate has demonstrated adequate communication skills in this component

Date:

Signature

Evidence notes:

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Section 7

Overall summary:

Signature:

Section 8

Candidate's notes

I declare that all information contained in my application for an Australian Canoeing Assessor Award to be true and accurate at the time of submission, and that I shall notify Australian Canoeing in the event of change of information.

I have viewed the Assessor's remarks on the assessment components.

Candidate's comments

Signature: