

# OSC Roles and Responsibilities for Steering Accreditation

## Paddlers

- Be helpful to the SIT by executing your seat responsibilities.
- If you don't feel comfortable being in the canoe with an SIT steering, express your concern when crews are being set on land.
- If you feel your safety is at an unacceptable risk while the SIT is steering, express your concern to the SAS.
- Support and encourage the SIT when appropriate.
- If you have strong concerns about an SIT, share those with the SC.

## Paddling Group Leaders

- Identify and encourage paddlers, who meet the SIT prerequisites, to consider starting the process for becoming a SIT.
- Try to accommodate a SIT during paddle outings when appropriate.
- If you are asked by a SIT to practice their steering during an outing, you are not obligated to accommodate.
- To help paddlers get excited about becoming a potential SIT, consider teaching your paddlers the skills of steering from seats 1, 2, and 5.

## Supervising Accredited Steersperson (SAS)

- You have ultimate responsibility of the canoe when a SIT is steering in your canoe.
- Be respectful of paddlers who may express concerns with the SIT.
- Teach the SIT the art and skill of steering with an emphasis on the final accreditation evaluation skills.
- You should encourage and allow, when appropriate, the SIT to progressively take on more responsibility from seat 6. By the time the SIT is ready for the final evaluation, they should have already been steering a canoe without the assistance of a AS.
- As you are the one responsible for the canoe, you can decide whether or not to allow an SIT to steer and whether to do so from seat 5 or 6.
- If you have any concerns about the SIT steering in your canoe, notify the person setting the crews while on land.

## Accredited Steersperson Mentor (ASM)

- Confirm the SIT clearly meets or exceeds the prerequisites
- Help guide and encourage the SIT throughout the steering accreditation process.
- If you are asked to be a SIT's ASM, you have the right to decline.
- Check in with other ASs, as needed, about the progress of your SIT.
- If you begin to have concerns, sometime during the accreditation process, consult with the SC.
- Check in with the SIT on a regular basis to assess their progress.

## Accredited Steersperson Evaluator (ASE)

- Work with the SC and other ASEs to find a time to conduct the evaluation.
- Be objective, unbiased, and equitable to all SITs steering during the final evaluation.
- If you are asked to be a SIT's ASE, you have the right to decline.
- Familiarize yourself with the Final Evaluation checklist prior to the SIT's final evaluation.
- Submit your completed final evaluation checklist to the SC.
- If needed, consult with the SC and Board on any issues or concerns.

### **Steersperson In Training (SIT)**

- Follow the steps to accreditation.
- You are responsible for setting your pace to becoming an AS, but recommend training as often and regular as possible
- Rely on your ASM to help guide you through the accreditation process, and definitely ask questions as needed.
- Strive to be the best steersperson you can be. Be open to advice from other AS's involved in your training.
- Prior to your final evaluation, you should be able to completely steer an OC6 from seat 6 without any assistance from the Supervising AS.
- Continue to consult the OSC Steering Resources webpage to learn off the water as well.
- You should keep a log of your steering activity and progress. (NOTE: A SC, ASM, or Supervising AS may ask to see your log during your training.)
- Be patient and understanding with paddlers who express concerns about you steering the canoe. The majority of the time, it will be due to ocean conditions.

### **Steering Coordinator (SC)**

- Manage the Steering Accreditation program so all stakeholders know their roles and responsibilities.
- Maintain a current list of SITs and their ASMs. Periodically contact the ASM for a progress update.
- Meet with and encourage SIT's, who are within reach of becoming accredited, to complete their final evaluation.
- Be the liaison between the Board and stakeholders of the program.
- Periodically report to the Board on the status of the program.
- Arrange and schedule the final evaluation including assigning the ASEs.
- Report to the Board all SIT's who have passed the final evaluation.
- Once a SIT has passed their final evaluation, request that the webmaster add their name to the AS list.
- Ensure the Steering Resources webpage contains current and accurate information.
- Assist the HC in updating and maintaining a list of SAS's, ASE's, and ASM's.

### **Head Coach (HC)**

- Establish a list of SAS's, ASE's, and ASM's in consultation with seasoned Accredited Steerspersons. The minimum experience is 1 year, 3 years, and 3 years respectively. Exceptions can be made based on experience, honed skills, and exceptional risk managing.
- Update and maintain a current list of SAS's, ASE's and ASM's in coordination with the SC.

### **OSC Board**

- Oversee the Steering Accreditation program.
- Send a correspondence to the OSC membership congratulating the newest accredited steersperson.
- Ensure all lists relating to the accreditation process are updated.