

CPA TRIP LEADER SKILLS CHECKLIST

PLANNING SKILLS: Trip leaders must have knowledge of:

- Launch, lunch, break, and bailout spots
- Go/no go criteria for the route and the group
- Marine weather forecasts, tides, currents and hazards as related to the planned trip.

Trip leaders must have the ability to:

- Plot and measure proposed trip on chart/map and estimate paddling time.
- Determine appropriate seasonal clothing for the trip (e.g. cold weather gear).
- Screen all participants for required skills, ability and equipment for the trip
- File a float plan and obtain waivers from all participants

PADDLING SKILLS - The trip leader must be able to perform the skills below immediately and reliably, so that s/he can concentrate on the safety of others. If forecast weather conditions are bad enough the leader is not confident in their skills, then s/he should cancel or adjust the trip accordingly.

Trip leaders must have the ability to perform and talk group members through:

- Wet exits, self and assisted rescues, and towing

For ROUGH WATER, trip leaders must have the ability to:

- Roll and reentry-and-roll reliably in rough conditions
- Perform an All-In rescues, multi-person tows, and pump out boats in waves

GROUP MANAGEMENT SKILLS: Trip leaders must have the ability to:

- Conduct a Pre-Launch Briefing using provided checklist
- Enforce CPA standard trip requirements for participants and equipment.
- Assess current and predicted weather and sea conditions during the trip and adjust trip accordingly.
- Maintain control over the group during the trip to include:
 - Identify sweep / point paddlers and identify weak paddlers, conduct boat counts
 - Manage the group including significantly faster/slower paddlers, capsizes, rescues and towing
- Identify potential problems before they become serious

REQUIRED EQUIPMENT The trip leader is responsible for making sure required equipment is carried on each trip.