



March 09, 2020

Greetings everyone!

We hope that you have all enjoyed a wonderful winter, wherever and however you have been spending it; paddling in warmer climates, enjoying pursuits in snow , or perhaps you are fortunate to be somewhere in Canada that offers year round paddling opportunities! Or maybe you hibernate:)

We are reaching out to you, a valued instructor member of Paddle Canada to talk about the status of your certification. Paddle Canada recognizes that our strength is in active instructors. Active instructors teach courses, maintain their skills and engage in continuing professional development. Paddle Canada supports active instructors through the regular process of instructor certification maintenance.

Paddle Canada has always required Instructors & Instructor Trainers to maintain their certification through Professional Development (PD) clinics, however it was manually tracked by the office & the Program Development Committee's (PDC's.) As Maintenance Certification falls on the responsibility of the PDC's, the policy was reviewed by the Program Coordination Committee, (PCC), four years ago and in conjunction with the new database which now enforces dates, Instructor Certifications will show expiry dates unless appropriate certification maintenance requirements are met.

The Board of Directors have been receiving a lot of feedback with regards to the expired status of many members and have realized two things:

1. That we as an organization have poorly communicated the process and options available to our members to keep their certifications current.
2. Our database has flaws, and we have been working through those issues, certifications that are showing up as wrongly expired should be resolved soon.

After months of review, the Board of Directors has approved the recommendation put forth by the PCC to extend the expiry dates of all Members by two years, effective immediately. For example, if your certification expired in 2019, you now have until December 31, 2021 to complete the requirements for your certification maintenance. If your certification expires in 2020, the new expiry date is 2022.

If you are uncertain of the requirements to maintain your certification, here are links to the policies for [Instructors](#) and [Instructor Trainers](#).

Professional Development clinics are the preferred way to keep your certification current as the principal focus of the PD clinics is the enrichment of instructor skills, to keep you up to date with current best practice and as an added bonus, you will have the opportunity to connect with other instructors and learn new skills. It is recognized however, that there are many reasons that one may not be able to participate in a PD clinic, therefore there are other methods you may take to maintain your certification.

These other methods include but are not limited to taking a course at a higher level (an upgrade!), mentoring for IT's, creating a teaching resource or other possibilities that you and your PDC come up with. Please know that we want to work with you as an Instructor to make sure that you succeed.

If you have questions regarding your certification, or how to complete your requirements outside of attending a Professional Development clinic, please contact the program Committee of your discipline.

[Canoe](#) Chair: Priscilla Haskin

[Sea Kayak](#) Chair: Chris Ladner

[Stand Up Paddle](#) Chair: Emre Boust

[River Kayak](#) Chair: Karl Vollmer

If you would like to take a Professional Development (PD) clinic, you can search for a clinic [here](#).

If you are an Instructor Trainer and would like to host a PD clinic, please register that clinic ASAP!

If you would like to take a PD clinic, but cannot find one near you, please check our [Instructor for hire](#) list, and connect with an IT. (If you have not already added yourself to the Instructor for hire list, and are interested in doing so, you can do that through your profile on your Paddle Canada account, on your Instructor information page)

We are also in the process of creating two small grants to assist with PD clinics, especially in remote areas:

1. An instructor may apply for funds to help offset costs to travel to a PD clinic if there are no options in their area.
2. An instructor trainer may apply to help offset costs of offering a PD clinic (please note that offering a PD clinic is ONE of the ways an IT may maintain their certification.

Details of how to apply for these grants will be available by mid-April and will be administered by your PDC.

We would encourage you to [renew](#) your membership if you have not already done so (If you do so by March 20, you will get the spring edition of the Paddling Magazine!). You can then register any courses you're hosting this coming season, including Professional Development clinics.

The Board of Directors, Committee Chairs and staff of Paddle Canada are committed to work with our instructors and IT's to ensure that the programs we offer across the nation are quality programs, offered by qualified Instructors. Our hope is that you, as an instructor, are committed to working with us to achieve this goal.

Respectfully on behalf of the Paddle Canada Board of Directors

Michelle McShane
Executive Director
Paddle Canada

1-888-252-6292 x13
michelle@paddlecanada.ca