



## **LEVEL 1 INSTRUCTOR**

### **One Day Exam Program - Evaluator Guide**

The CASI Level 1 Instructor certification can be obtained in two ways:

1. Attend and successfully complete a regularly scheduled Level 1 Course at the location of your choice.
2. Complete a resort-provided Level 1 Prep Program (training provided by a current CASI Level 1 Evaluator and / or a CASI Level 3 or 2 Instructor), and then complete the 1-day Level 1 Evaluation with another CASI Evaluator.
  - a. Registration in the preparation phase of the program is done through your local snow school / resort.
  - b. Once the training program is complete (details below), you are then qualified to register for and attend the 1-day Level 1 Exam.
  - c. Then you have to register for the Level 1 day exam through a private link on the CASI website. \*The link will be provided to the candidates by the CASI Regional Coordinator (through snow school manager).

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## **RESORT INSTRUCTOR TRAINING PROGRAM MINIMUM REQUIREMENTS**

**TOTAL REQUIRED TRAINING TIME: 12-14 hours**

**Program Cost: \$248,05 + taxes**

### **A: Riding Skills Development (On-Snow): Minimum 6 hours**

- Riding Competencies
- Skills Concept
- Training and development time

### **B: Teaching Skills Development (On-Snow): Minimum 6 hours**

- QuickRide System
- Teaching Children Considerations
- Practice teaching and development time

**C: Online Component (Self-Directed): Approx. 1-2 hours**

- Completion of the *Level 1 Online Course* is a mandatory part of the training and must be completed prior to attending the one-day exam. Candidates will be enrolled in the online course when they register for the one-day exam, and should leave time prior to the exam day to complete the online course.

**Trainer Minimum Requirements:**

- Trainers presenting the above information must be CASI Level 3 or Level 2 certified and have participated in the [current year's Trainer Update](#).
- Trainers are required to endorse each participant as having completed the required training hours indicated above prior to them attending the evaluation day.
- Efforts will be made to avoid using trainers to evaluate candidates on the exam day. This is up to the discretion of the Regional Coordinator.

**Registration Process:**

To register participants in the program, resort management / snow school directors should contact the Regional Coordinator with the following information:

- A list of names of participants;
- Details about the training staff running the prep sessions (*see Trainer Minimum Requirements, above*).
- Training schedule and preferred dates for the evaluation day.

Regional Coordinators will liaise with snow schools to manage and coordinate registrations.

**Reference Materials (pdf) Included:**

- CASI Reference Guide (accessible via member profile)
- Level 1 Course Guide (accessible via member profile)

**On the day of the exam, participants will also receive a printed version of :**

- QuickRide Teaching Pocket Guide (also available in pdf via member profile)

**Registration Deadlines, Refund and Transfer Policy:**

Registration deadline is to be established between the resort management and Regional Coordinator. At least 7 days is required, to allow candidates time to complete required online components prior to attending the exam day.

**Minimum / Maximum Participant Numbers:**

The 1-day evaluation program requires a minimum of 4 candidates in order to run. Group ratios will be set at a maximum of 8 participants per Evaluator.

## AGENDA & GUIDELINES

### One day Exam Level 1 Program

This outline will provide you guidelines for the Exam Day program. Please refer to the Level 1 Course Guide and Evaluator Pocket Guide for all the detailed assessment criteria. **The same standards as our regular Level 1 Certification apply for this program.**

**Make sure you :**

- Stay adaptable.
- Give the same number of teaching opportunities to each candidate (at least 2).
- Give 2 tryouts for each mandatory manoeuvres & assess the riding competencies through the day while riding around (couple runs : use the warm-up and cold down runs in the am and in the pm, and parts of runs between teaching and mandatory manoeuvres evaluations).

\*The challenge is that you don't have 3 days to evaluate their progression, you only base your evaluation on what you see and hear on the day of the exam. However, keep in mind that if they are presenting themselves to this exam they have taken part in a complete Level 1 Training.

<b>8:30 – 9:00 am</b>	<p><b>Registration</b></p> <ul style="list-style-type: none"> <li>- Confirm participants' names are on the course list (in the CASI app).                             <ul style="list-style-type: none"> <li>o Note: In order to qualify for the 1-day exam option, candidates must first have completed the mandatory 14-hours of training with a current Level 1 Evaluator.</li> <li>o Regional Coordinators will have verified candidate eligibility with resort prior to the exam day.</li> </ul> </li> <li>- <b>Online Component:</b> Verify from your CASI application that all candidates have completed the Level 1 Online Course. This is a required component of the certification and those who haven't completed it by the end of the day will not be eligible to receive the certification.</li> </ul>
	<p><b>Introductions</b></p> <ul style="list-style-type: none"> <li>- Briefly introduce the course Evaluators and any apprentice evaluators.</li> <li>- Discuss the evaluation process:                             <ul style="list-style-type: none"> <li>- The 1-day exam is an assessment-only format, and assumes that candidates show up having completed the required training.</li> <li>- Candidates will be evaluated on their riding and teaching skills throughout the day.</li> <li>- Use the evaluator course guide to review the required criteria for successful completion of the Level 1 certification.</li> <li>- Try to keep the mood of the day fun and relax even though it's an exam day.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>- Discuss re-test situations:             <ul style="list-style-type: none"> <li>- Candidates who are unsuccessful on both the Riding and Teaching components will need to return to complete the entire exam at a later date, or may opt to complete a retest day on a regularly-scheduled 3-day Level 1 course or attend the whole course for more practice and preparation.</li> <li>- Candidates who successfully complete <i>either</i> the Riding or Teaching component will retain the portion completed, and will qualify to return and re-test the portion that is missing. Candidates will have two calendar years to complete the certification.</li> </ul> </li> </ul>
<p><b>9:00 – 10:30am</b></p>	<p><b>AM Session:</b></p> <p><b>1. Warm-Up (20-30 minutes)</b></p> <ul style="list-style-type: none"> <li>- Following a warm-up run or two, conduct a dynamic warm-up (no static stretching) using movements such as squats, lunges, leg-swings, shoulder rolls, etc.</li> <li>- Use this time to ensure that candidates’ equipment is set up properly and safely. <u>Address any equipment issues that may be a safety concern.</u></li> <li>- Get to know your group, and have them get to know each other (names, icebreakers, backgrounds, etc.).</li> <li>- Briefly discuss and review the riding standards associated with the Level 1 certification (Core Competencies and associated criteria from the candidate evaluation form).</li> </ul> <p><b>2. Riding Skills Evaluation (60 minutes) #1</b></p> <ul style="list-style-type: none"> <li>- In terrain suitable for the Level 1 course (groomed green and blue runs), ask the candidates to ride as a group and individually focusing on each of the three Core Competencies:             <ul style="list-style-type: none"> <li>o <b>Centred &amp; mobile position</b></li> <li>o <b>Turning with the lower body</b></li> <li>o <b>Balance along the working edge</b></li> </ul> </li> <li>- Limited feedback and riding tips may be offered based on your impression of the riding skills in relation to the Level 1 riding standards.</li> <li>- <b>Note:</b> Riding skills (demos) may be evaluated during the Teaching Evaluations sessions during the remainder of the day.</li> </ul>
<p><b>10:30am – 12:00pm</b></p>	<p><b>3. Teaching Skills Evaluation #1</b></p> <ul style="list-style-type: none"> <li>- Begin by randomly selecting / assigning a candidate to teach a corresponding QuickRide System step (1-5).             <ul style="list-style-type: none"> <li>- Suggestion: Have each candidate draw from a hat (helmet?) a number from 1 – 5, which will give them their assigned teaching topic.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>- Beginning with step 1 and progressing in order through the QuickRide material, have each candidate teach their assigned step to the rest of the group. (<i>Maximum 15 minutes per candidate</i>).</li> <li>- Limited feedback should be given following each teaching session.</li> </ul>
<b>12:00 – 1:00pm</b>	<b>LUNCH BREAK</b>
<b>1:00 – 2:30pm</b>	<p><b>4. Teaching Skills Evaluation #2</b></p> <ul style="list-style-type: none"> <li>- Begin by randomly assigning a teaching scenario for each candidate to teach to their peers.</li> <li>- Scenarios should include a student level (what does the student know?) along with an indication of their demographic (adult, child, teen), and the number of students in the group (private, semi-private, group lesson).             <ul style="list-style-type: none"> <li>- Example: <i>“This is a private lesson with an adult who has completed one lesson and can sideslip on the heel and toe edges”</i>).</li> <li>- Example: <i>“This is a group lesson with 4 teens who have not snowboarded before”</i>.</li> </ul> </li> <li>- Each candidate should have the opportunity to teach during the session – maximum 15 minutes per lesson.</li> </ul>
<b>2:30 – 3:30pm</b>	<p><b>5. Riding Skills Evaluation #2: Mandatory Manoeuvres</b></p> <ul style="list-style-type: none"> <li>- Ask the group to perform each of the 4 mandatory manoeuvres multiple times.</li> </ul> <p><i>Candidates must display consolidation of riding outcomes in each of the following maneuvers:</i></p> <ol style="list-style-type: none"> <li>1) <b>Intermediate Sliding Turns - 5-7 M CW</b></li> <li>2) <b>Beginner Turns - Forward &amp; Switch - 3-5 M CW</b></li> <li>3) <b>Open Carved Turns - 3-6 M CW</b></li> <li>4) <b>Hopping Through Turns - 5-7 M CW</b></li> </ol> <p><b>*M</b> = Meters <b>*CW</b> = Corridor Width</p> <ul style="list-style-type: none"> <li>- Similar to the AM session, complete 1-2 runs with the group to allow for any additional viewing of each candidate’s riding skills.</li> </ul>
<b>3:30 – 4:30pm</b>	<p><b>EXAM RESULTS</b></p> <ul style="list-style-type: none"> <li>- Try to take a group photo, and email to: <a href="mailto:genevieve@casi-acms.com">genevieve@casi-acms.com</a>, or post on the CASI-ACMS Facebook page. Encourage group members to “like” us on Facebook and Instagram.</li> <li>- Discuss the member benefits of CASI (pro-deals, insurance, etc.) as well as the dues payment procedures. Members receive an invoice for dues renewals in the fall, for the following season.</li> </ul> <p><b>PRESENTING COURSE RESULTS</b></p> <ul style="list-style-type: none"> <li>- The suggested method for course results is:</li> </ul>

	<ol style="list-style-type: none"><li>1. Announce the partial passes (teaching or riding component).</li><li>2. Announce the full passes (new Level 1 instructors) and hand out pins.</li><li>3. Let the group know that they should come to speak with you after they have reviewed the comments on their CASI member profile. <u>*Don't forget to hit the "share button" in the course application to share the results with the candidates.</u></li></ol> <p><b>Note:</b> When presenting course results, try to be aware of different personalities within the group, group dynamics, as well as the pass/fail ratios.</p> <p>It may be suitable to announce results as a group and hand out pins. In other groups, you may wish to individually meet with each group member to discuss the course results (particularly if the pass rate is low).</p>
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