

Syllabus for Outdoor Sports
Instructors
Training Modules

Introduction

Instructor competency in outdoor sports is not a job profile well defined in the Greek context. Although there has been a rapid expansion of literature specially regarding the US and the UK contexts, about the qualities, competencies, and skills that can or should be possessed by instructors of outdoor sports, this sector is not yet developed in Greece.

General profile description I

- Outdoor Activities Instructors lead and supervise groups and individuals in the outdoors, ensuring their safety and teaching skills and techniques relevant to the particular activity being undertaken.
- Work with novices or more experienced clients/and young people or adults
- including groups with special needs
- Instructors are employed by private companies as well as charities, local education authorities and other organisations. The emphasis may be on recreation, self-development or teaching activity-specific skills.

General profile description II

- An Outdoor Activities Instructor might deliver short sessions or be responsible for a group on longer trips/expeditions.
- The role also extends beyond the activity itself – in residential centres instructors are likely to be involved with general housekeeping duties and are responsible for all aspects of the welfare of the group.

Responsibilities I

- Leading/instructing individuals or groups on a particular activity (e.g. hillwalking, mountain biking, caving)
- Briefing participants about safety and logistics
- Designing outdoor activity programmes and products for different groups
- Designing learning resources for groups
- Delivering training sessions or lessons in the outdoors and/or in a classroom environment
- Driving groups and equipment to the activity site (often involving a minibus and trailer)

Responsibilities II

- Complying with health and safety legislation also according to in-house procedures
- Carrying out and updating risk assessments
- Recording accidents/incidents and writing incident reports
- Cleaning, maintaining and preparing equipment (e.g. climbing ropes, canoes)
- Assisting with catering and housekeeping duties
- Liaising with other outdoor users and organisations regarding local environmental conditions and site-specific issues (e.g. safety issues caused by rockfall)

Research Findings

Sports instructors in general, have used the metaphor of hard and soft skills to understand their practice: hard skills representing technical competencies, and soft skills representing interpersonal competencies.

In light of current research and in the face of increasingly complex varieties of outdoor sports practice, the categorization of skills into “hard” or “soft” may obscure important aspects of experiential learning and limit the development of an effective pedagogy for outdoor sports

Research Findings (hard skills)

Typical examples of the hard category skills and competencies:

- Preparing and using equipment of different types.
- Basic outdoor movements and outdoor sport specific movements
- Basic and specific outdoor techniques (orientation, weather prediction, river/sea reading etc)

Research Findings (soft skills)

Basic examples of soft-skills are:

- interpersonal and communication skills
- empathy, understanding
- tender-minding, warm personality
- creative/imaginative

but also

- Experiential learning knowledge/guide participants to discovery learning
- Provoking and managing optimal psychological challenges and experiences in participants.
- Valid, systematic and cognitive structure of the concepts and principles of the discipline the instructor is trying to teach

Research Findings (market needs)

- Via a deeper look into the skills the specific job market required from its potential staff we came across a new set of soft skills, such as environment awareness (the **leave-no-trace** consideration) as well as health and safety pre-requisitions.
- The instructor is responsible for the **physical, psychological and social well-being of participants**, and for **arranging a series of experiences** which is consistent with operating organisations' methods and which gives participants maximal chance of achieving the program goals and personal goals.

Syllabus – Design issues I

- The training module design has taken into consideration the above mentioned skills and competencies required for the specific job profile of the instructor for outdoor sports activities
- The design is to be based on the needs of the target group. Take into consideration that the trainees can be also people disengaged from the formal learning procedures, that have a practical knowledge of the outdoor discipline and want to acquire a certification, or young graduates that have less technical knowledge and no theoretical background on sports education.
- So in order to include all possible trainees it has to be a flexible syllabus that will include all possible groups of learners and form various backgrounds.

Syllabus – Design issues II

- The time framework of the training is of great importance for the design as well.
 - Longer than a briefing or an introduction to the general outdoor sports instructor idea but at the same time it cannot not very long, theoretical-oriented training.
- Inherent balance between the theoretical modules and the practical in-the-field time where the modules can be implemented.

Final proposal: the syllabus comprises of 200 hours of in-class teaching and of 100 hours of field work

Trainees requirements

Trainees' requirements:

- Graduates of the secondary level education (Likeio) or (secondary obligatory education – Gymnasio)
- Some experience with outdoor activities (2-3 years)
- Knowledge of the Greek Language and another European Language
- Initial Digital Competences
- Fitness and good physical condition

Theory Modules

Module Title : Introduction to Management of Outdoor Sports
Hours:20

Knowledge Background

1.1 Management Principles

1.1.1 Definition of Management Principles

1.1.2 Functional Areas/Key Skills

1.2 Financial Principles

1.2.1 Tapping New Revenues

1.2.2 Doing More with Less

1.3 Legal Principles Applied to Sport Management

1.3.1 Review of Key Terms

1.3.2 Outdoor Sports and activities Law

1.3.3 Current Issues in Sport Law

Theory Modules

Module Title : Introduction to Management of Outdoor Sports
Hours:20

Knowledge Background

- 1.4 Ethical Principles Applied to Sport Management
 - 1.4.1 Ethics Defined
 - 1.4.2 Morality vs. the Law
 - 1.4.3 Morality vs. Corruption
 - 1.4.4 Codes of Conduct
- 1.5 Facility Management/Event Management
 - 1.5.1 History of Facility and Event Management
 - 1.5.2 Financing
 - 1.5.3 Current Issues
 - 1.5.4 Risk Management (Events)

Theory Modules

Module Title : Introduction to Management of Outdoor Sports
Hours:20

Knowledge Background

1.6 Media Relations

- 1.6.1 Press Conference/Announcements
- 1.6.2 Making a Media campaign

1.7 Recreational Sport

- 1.7.1 Recreation Segments
 - 1.7.1.1 Community Base Recreation
 - 1.7.1.2 Public Recreation
 - 1.7.1.3 Outdoor Recreation
 - 1.7.1.4 Therapeutic Recreation

Theory Modules

Module Title : Introduction to Outdoor Sports Marketing
Hours:20

Knowledge Background

- 2.1 Emergence of Outdoor Sport Marketing
 - 2.1.1 Definitions of marketing and sport marketing
 - 2.1.2. Production, sales and marketing orientation theories
- 2.2 Framework for Strategic Outdoor Sport Marketing
 - 2.2.1 Goals and objectives of sport marketing
 - 2.2.2 Marketing mix for sport marketing
- 2.3 External and Internal Contingencies
 - 2.3.1 External
 - 2.3.1.1 Economy
 - 2.3.1.2 Sport governing bodies
 - 2.3.1.3 Legal and political
 - 2.3.1.4 Competitors
 - 2.3.1.4 Consumers
 - 2.3.2 Internal
 - 2.3.2.1 Management/administrative
 - 2.3.2.2 Participants

Theory Modules

Module Title : Introduction to Outdoor Sports Marketing
Hours:20

Knowledge Background

- 2.4 Promotion Concepts
 - 2.4.1 Communications process
 - 2.4.2 Promotional strategic planning
 - 2.4.3 Role of media in sport marketing
 - Measurement through media rating and market share
- 2.5 Promotion Mix Elements
 - 2.5.1 Advertising
 - 2.5.2 Publicity/public relations
 - 2.5.3 Personal selling
 - 2.5.4 Endorsements
 - 2.5.5 Special events
 - 2.5.6 Media strategy

Theory Modules

Module Title : Introduction to Outdoor Sports Marketing
Hours:20

Knowledge Background

- 2.6 Distribution Concepts
 - 2.6.1 Distribution concepts
 - 2.6.2 Types of channels
 - 2.6.3 Ticket distribution
 - 2.6.4 Product extension distribution
 - 2.6.5 Internet as distribution channel
 - 2.6.6 Sport media as distribution
- 2.7 Pricing Concept
 - 2.7.1 Definition of price
 - 2.7.2 Determinants of price

Theory Modules

Module Title : Introduction to Experiential Teaching and Learning Styles
Hours:10

Knowledge Background

- 3.1 Characteristics of experiential learning
 - 3.1.1 The experiential learning process
 - 3.1.2 Analyzing the experiential learning process
- 3.2 Learning Theories Introduction
 - 3.2.1 Concrete Experience and Abstract Conceptualization
 - 3.2.2 Reflective Observation and Active Experimentation
- 3.3 Experience cycle
 - 3.3.1 Having an experience
 - 3.3.2 Reviewing the experience
 - 3.3.3 Concluding from the experience
 - 3.3.4 Planning the next steps.



Theory Modules

Module Title : Communication and Interpersonal Skills
Hours:20

Knowledge Background

- 4.1 Communication Principles
 - 4.1.1 Exploring the Communication Process
 - 4.1.2 Communication Competence
 - 4.1.3 Characteristics of Self Concept
 - 4.1.4 Managing Impressions
- 4.2 Characteristics of Nonverbal Communication
 - 4.2.1 Types of Nonverbal Communication
- 4.3 Conflict Resolution
 - 4.3.1 Conflict Resolution Process
 - 4.3.2 Healthy vs Non Healthy Conflict Resolution

Theory Modules

Module Title : Basic Maintenance Techniques
Hours:10

Knowledge Background

- 5.1 Basic Maintenance
 - 5.1.1 Types of equipment
 - 5.1.2 Techniques
- 5.2 Mechanical Equipment
- 5.3 Wooden Equipment
- 5.4 Plastic Equipment
- 5.5 Other Equipment

Theory Modules

Module Title : Basic elements of physiology for each activity
Hours:20

Knowledge Background

6.1 Introduction to Exercise and Sport Physiology

6.1.1 Myoskeletal System and motor skill

6.1.2 Neural adaptation to resistance training

6.1.3 Anaerobic and Aerobic Systems

6.1.4 Oxidative Capacity of Muscle, Estimating Anaerobic

6.1.5 Effort, Resting Energy Expenditure

6.1.6 Energy Cost of Activities, Fatigue and its Causes.

6.2 High altitude physiology

6.3 Possible Injuries

Theory Modules

Module Title : Basic and specific outdoor techniques
Hours:30

Knowledge Background

7.1 Orienteering

7.1.1 Map reading

7.1.2 Use of Compass and electronic orienting instruments

7.2 Weather prediction

7.2.1 Using Internet sites

7.2.2 Using local knowledge

7.3 River/sea reading

7.3.1 Using Information Channels

7.3.2 Using Local knowledge

7.4 Specific outdoor sports techniques

Theory Modules

Module Title : Health and Safety for Outdoor activities
Hours:30

Knowledge Background

- 8.1 General Safety Precautions
- 8.2 Regulations and Legal Framework
- 8.3 Responsibilities for Health and Safety in Fieldwork
 - 8.3.1 Group Leaders
 - 8.3.2 Fieldworkers
- 8.4 Notification of Routes and schedules
 - 8.4.1 Vehicles
- 8.5 Clothing
- 8.6 Equipment
 - 8.6.1 Personal Equipment
 - 8.6.2 Group Equipment
- 8.7 Situations in which extra care is required
- 8.8 Especially hazardous locations and techniques
- 8.9 Recognized Distress Signals
- 8.10 Reporting of Injuries and Ill Health

Theory Modules

Module Title : Environmental awareness
Hours:20

Knowledge Background

9.1 Ethic issues

9.1.1 Leave not trace concept

9.2 Environmental regulations

9.3 Contingency Plan

9.3.1 Different types of plans according to activities

9.4 Dispose of waste

9.5 Different anti-contamination techniques

Theory Modules

Module Title : First Aid for Outdoor Activities
Hours:20

Knowledge Background

10.1 First Aid Basics

10.2 Bleedings & Tourniquets

10.2.1 External Bleeding

10.2.2 Applying a Tourniquet

10.2.3 Internal Bleeding

10.3 Cardiopulmonary Resuscitation (CPR)

10.4 Fractures & Applying Splints

10.5 Frostnip & Frostbite

10.6 Heat Exhaustion & Heat Stroke

10.7 Hypothermia

10.8 Spinal Injuries

10.9 Sprains & Strains

10.10 Organizing a first aid kit

10.10.1 What to include according to specific activities

Practical in-the-field Training

| Thematic Unit Title | Description | Hours |
|---|---|------------|
| Basic Maintenance Techniques | Preparing and Using Equipment | 10 |
| Basic and specific outdoor techniques | Compass and Instruments reading Map reading Weather prediction River/sea reading Ropes and ties Specific sports techniques | 20 |
| Health and Safety | Safety equipment Emergency Survival Techniques Practical issues on Awareness and Safety Specific outdoor activities rescues | 20 |
| Environmental awareness | Practical Issues How to organise leave-no-trace outdoor activities | 10 |
| First Aid | Practical Issues First Aid in the outdoor, available materials | 10 |
| Preparing and Escorting a Group as assistants | Reception Personal and Group Equipment preparation Interaction with Group Organization of activities under supervision | 30 |
| Total | | 100 |

Specific Structure of Modules

Course Description

To offer the opportunity for the trainee to gain information and understanding of the various practices and procedures associated with sport administration and management.

Course Goals

To introduce the field of Sport Management and of the Management of Outdoor Sports in particular to trainees and introduce the concepts, scope, organization and common practices in the sport management industry.

To identify major issues in Outdoor Sport Management and provide students with the intellectual tools to analyze those issues.

To introduce effective management practices as applied to the field of Outdoor Sport Management

Specific Structure of Modules

| Category | Competences | Teaching Methods |
|-------------|--|---|
| Soft Skill | <p>Demonstrate understanding of the development of the concept of Management and the evolution of management thought.</p> <p>Demonstrate understanding of the elements of organizational design, including traditional organization models and flexible models of organizational design.</p> | <p>Case Studies</p> <p>Scenario/project assignments</p> |
| Soft Skills | <p>Demonstrate understanding of the strategic management process from the development of a strategic plan, through environmental analysis, and planning implementation.</p> | <p>Case Studies</p> <p>Scenario/project assignments</p> |
| Soft Skills | <p>Demonstrate understanding of human resource management including recruiting, staffing, training, development and evaluation of personnel.</p> | <p>Case Studies</p> <p>Scenario/project assignments</p> |
| Soft Skills | <p>Demonstrate understanding of risk management and the importance of managing ancillary services in outdoor facilities.</p> | <p>Case Studies</p> <p>Scenario/project assignments</p> |

Things to consider also

- **Training Methods and Resources**
- **Evaluation and Assessment**
 - (Types of assessment, continuous evaluation)
- **Glossary**

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www.dimitra.gr

Petrou George

