



ASSESSMENT GUIDELINE

Instruct in skills for mountain bike riding on intermediate to expert terrain

Unit Standard: 20136

Level: 4 Credit: 6 Version: 2
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Purpose:

People credited with this unit are able to: prepare for instructing in and teach skills for, mountain bike riding on intermediate to expert terrain; demonstrate effective instruction techniques during, and provide leadership for mountain bike rides; and evaluate the effectiveness of the instruction and leadership provided.

Prerequisites:

Unit 424, *Administer first aid in the outdoors*; Unit 451, *Manage risk for an outdoor activity*; Unit 20145, *Demonstrate knowledge of theories and processes associated with instructing in the outdoors*; Unit 20159, *Access and compare weather information for outdoor recreation*; Unit 20817, *Plan for, participate in and evaluate mountain bike rides on intermediate to expert terrain*; or demonstrate equivalent knowledge and skills.

Special Notes:

1. *Intermediate to expert terrain* is terrain that includes unmaintained 4WD tracks, rough narrow tracks and very steep slopes (up to 30 degrees) with many large obstacles, sharp turns, and drop-offs.
2. For assessment purposes at least four rides lasting at least two hours each must be completed.
3. The New Zealand Mountain Bike Association's *Off Road Code* can be used instead of the *New Zealand Environmental Care Code*. The *Off Road Code* is available from the NZMBA – NZ Mountain Bike Association, PO Box 13734, Christchurch, <http://www.nzmba.org.nz>.
4. Before a candidate can be assessed against this unit standard they need to have logged an additional 10 days of instructional experience beyond the hours logged when gaining the prerequisite unit standards. When gaining the instructional experience the candidate is engaged in the role of instructor but has no responsibility for clients, although is responsible for self.
5. There are minimum assessor requirements for the assessment against this unit standard. The details of these requirements are available on the Sfrito website <http://www.sfrito.org.nz/>.

Overview of assessment:

This assessment has 5 tasks:

- Task 1: Submit log and evidence of prerequisites
- Task 2: Plan for instructing a mountain bike trip
- Task 3: Instruction and Leadership - throughout all interaction with participants
- Task 4: Instruct mountain biking
- Task 5: Evaluate the instruction and leadership on the mountain bike trip

Notes to Assessor:

1. For Tasks 3 and 4 there are two types of evidence statements: one group relates to the instruction and leadership of the session (detailed under Task 3) and the other to the topic of instruction, details of which are adequately covered in the performance criteria (Task 4). The assessor is required to make a judgement about appropriateness given the possible variation in context, participant needs and NZQA unit level.
2. The candidate must be assessed instructing a group of real participants on a mountain bike trip.
3. With regard to special note 1, the candidate is required to show evidence that they have met the four trip requirement through logbooks, company records, attestation or practical demonstration. At least two trips of two hours are required for the assessment - it is the assessor's role to decide whether further assessment is required to fulfil the criteria
4. The grading system of Beginner, Intermediate and Expert has been replaced in many areas by a 6 point grading system as follows:

Grade	Description	Previously graded as
1	Flat, smooth, wide track or gravel road. Suitable for all beginners.	Beginner or Easy
2	Gentle slopes (10 degrees maximum), some pot holes and rocks to avoid, 1-3m wide. Requires attention but possible by most beginners	Beginner or Easy
3	Challenging riding with steep slopes and/or tricky obstacles, possibly narrow with drop-offs and tricky stream crossings, etc. Requires riding experience for most.	Intermediate
4	Steep slopes (10-20 degrees), loose track surface, many objects to jump, ride over or avoid. Probably easier to walk.	Expert or Experienced
5	Very steep (up to 30 degrees), many large difficult obstacles, sharp turns, dangerous drop-offs, logs, rocks and/or slippery roots. Crashes very likely, definitely easier to walk. Rated as for experienced riders.	
6	Trials skills needed to clear many gnarly obstacles. High risk level. Only a handful of riders in NZ enjoy this grade, apart from bike 'n' hike enthusiasts.	

The new grading system consists of two parts:

1. OVERALL GRADE

The first number grades the overall difficulty of a ride, and takes into consideration several factors such as, track surface, length, number of tricky challenges, remoteness and navigational difficulty, risk, climatic extremes, slope and altitude gained in climbs.

2. MAXIMUM GRADE

The second number (which is in brackets) shows the technical difficulty of the hardest rideable section (or 'crux problem') of the ride. This section may be very short and can always be walked. It takes into account slope, track surface, complexity, minimum turning radius of corners, line of sight, length, potential fall height and risk of injury. Unquestionably unrideable obstacles such as swingbridges, fences, cliffs, marshlands, etc, are ignored here.

<http://www.mountainbike.co.nz/politics/articles/grading.htm>

Task 1: Submit log and evidence of prerequisites

Overview of task: The focus of this assessment is to ensure the prerequisites for units achieved and instructional time have been met

Resources:

NZOIA, NZMSC, or EONZ Outdoor Leader Logbook or similar

Candidate's NZQA Record of Learning.

Instruction to candidate:

During this task you are required to provide confirmation that you have:

- the pre-requisite unit standards for this assessment (contact Sfrito or NZQA for assistance)
- the pre-requisite logged instructional sessions for this assessment

Evidence/Judgement

- Assessor sights NZQA Record of Learning which confirms that the candidate holds:
 - 424, *Administer first aid in the outdoors*
 - 451, *Manage risk for an outdoor activity*
 - 20145, *Demonstrate knowledge of theories and processes associated with instructing in the outdoors*
 - 20159, *Access and compare weather information for outdoor recreation*
 - 20817, *Plan for, participate in and evaluate mountain bike rides on intermediate to expert terrain* (or demonstrates equivalent knowledge and skills – in this case the assessor must record how this has been demonstrated)
 - Assessor sights candidate's logbook which confirms that the candidate has logged:
 - An additional 10 days of instructional experience beyond the hours logged when gaining the prerequisite unit standards
- (Evidence can be confirmed with a senior person from candidate's organisation or from the industry)

Task 2: Plan for instructing a mountain bike trip

Overview of task: The focus of this assessment is to demonstrate the ability to plan for instructing a mountain biking trip.

Resources:

- Allan, S. (2005). *Outdoor Activities – guidelines for leaders*. (Section A: General guidelines, pp. 2–22). Wellington: SPARC www.sparc.org.nz/education/outdoor-activities-guidelines-for-leaders
- Haddock, C. (2004). *Outdoor safety – risk management for outdoor leaders*. (Chapter 4, Tools, pp. 50–65; Chapter 8 & Appendix V, pp. 130–139). Wellington: NZ Mountain Safety Council. www.safeoutside.org/a1_link/frame_pursuits.html
- Priest, S. & Gass, M. (1997). *Effective leadership in adventure programming*. Champagne, Illinois: Human Kinetics.

Notes to the assessor:

1. The activity and risk management plans must be for the instruction sessions in Tasks 3 and 4. The participants described in the plans will be those participants expected for the instruction sessions in Tasks 3 and 4.
2. The candidate may write one plan that incorporates activity plans and risk management plans for all of the instruction they will do, or they may write a number of separate plans. In either case they must do activity / risk management plans for all of the instruction for which they will be assessed.

Instruction to candidate:

During this task you are required to write and present to the assessor plans for a mountain biking trip:

- An activity plan (or plans)
- A plan for evaluation of the trip

Element 1: Prepare for instructing in mountain bike riding on intermediate to expert terrain.

Performance criteria	Evidence/Judgement
<p>1.1 The instructional objectives and requirements are identified.</p>	<p>The candidate writes an activity plan(s) for instructing a mountain biking trip. The plans meet organisation requirements and industry standards. The plans must meet current accepted instructional practice and must contain:</p> <ul style="list-style-type: none"> • A description of the participant group, including needs, skills and experience. • Specific learning objectives that relate to: <ul style="list-style-type: none"> - Group and individual needs - The environment to be used - Equipment that will be available • Any other instructional objectives or requirements
<p>1.2 Rides are selected and their selection justified based on the objectives to be achieved and the make up of the group.</p> <p>Range: group make up may include but is not limited to – age, culture, gender, health, ability, confidence, experience, emotional and intellectual needs, group size, skills to be taught.</p>	

<p>1.3 Planning is completed.</p> <p>Range: plan may include but is not limited to – accommodation, cost, access, weather, risk management, transport, equipment, food, contingencies, fuel, communication, personal details, intentions, resources.</p>	<ul style="list-style-type: none"> • The activity plan is justified on the basis of the participants, their needs and objectives. • A description of the route that is intended to be used, including a map or detailed route description. • A risk management plan such as a RAMS form or similar, covering people, equipment and environment factors
<p>1.4 A pre-trip brief for participants, and other interested parties is prepared.</p> <p>Range: brief may include but is not limited to – responsibilities, expectations, personal requirements, logistics.</p>	<ul style="list-style-type: none"> • An equipment list, including emergency equipment. • Emergency communication arrangements and roles to be taken in an emergency (these must fit into the procedural requirements of any organisation that is associated with the trip)
<p>1.5 Instruction plans are prepared to meet the learning objectives, taking into consideration the needs of the group and individuals, and equipment, and environment issues.</p> <p>Range: plans may include but are not limited to – content, progressions, resources, environmental factors, contingencies, current professional technical information, balance of theory and practical components, retaining a positive learning experience</p>	<ul style="list-style-type: none"> • How intentions will be lodged with a responsible person • Permission requirements from land owners, managers, iwi, DOC (as appropriate) • Contingency plans and alternative routes in case of bad weather, flooded rivers or other possible events
<p>1.6 Evaluation methods and requirements are identified.</p>	<ul style="list-style-type: none"> • A brief for participants, staff and other interested parties outlining, for example, gear requirements, meeting times, responsibilities • Other administrative arrangements necessary for the trip to take place. For example accommodation, cost, food, fuel, personal details. • A plan for post-trip evaluation by the participants, covering at least: <ul style="list-style-type: none"> - Achievement of learning objectives - Achievement of personal objectives - The candidate’s instructional/leadership style

Task 3: Instruction and Leadership

Throughout all interaction with participants - Tasks 3 and 4

Overview of tasks: The focus of this assessment is to instruct participants in mountain biking

Notes to the Assessor

The following performance criteria and Evidence/Judgement applies to Tasks 3 and 4

Instruction to candidate:

During the following two tasks you are required to instruct mountain biking skills according to current professional practice, covering:

- Planning and preparation for mountain bike riding
- Mountain bike riding skills and participation in rides
- Debriefing
- Emergency management

Element 3: Demonstrate effective instruction techniques during mountain bike rides.

Element 4: Provide leadership for mountain bike rides.

Performance criteria	Evidence/Judgement
<p>3.1 Instruction skills and techniques are demonstrated that are relevant to the needs of the group and enable them to achieve mountain bike skills.</p> <p>Range: skills and techniques may include but are not limited to – different teaching styles, teaching progressions, checking for individual understanding after presenting skill progressions, adapting plans to suit needs, responsiveness to group dynamics, maintaining a positive environment;</p> <p>needs may include but are not limited to – individuals initial skill and understanding, different learning speeds, different learning styles, different communication styles.</p>	<ul style="list-style-type: none">• The candidate uses activity plan(s) from Task 2 appropriately, making adjustments as required based on needs of individual and group.• Implements and monitors risk management strategies• Identifies and manages risks as they arise• Discloses risks to the group and checks group members' readiness for the activity• Communicates emergency procedures to the group (see PC 2.4)• Instruction meets industry and organisation accepted practice• Instruction style is flexible to meet the needs of participants (e.g. each participant's initial skill and understanding, different learning speeds, different learning styles, different communication styles)• Varies instruction style (e.g. lecture, questioning, discovery)• Creates positive learning environment and rapport with participants• Checks for understanding
<p>3.2 The instructor is able to effectively establish rapport and/or a learning partnership with the riders.</p>	
<p>3.3 Progress of each rider is evaluated and accurate feedback is delivered in a manner that matches the needs and learning styles of each rider.</p> <p>Range: may include but is not limited to – constructive, timely, verbal, visual.</p>	

<p>4.1 Leadership is demonstrated that ensures the needs of the group are met and a safe and positive environment is maintained throughout the rides.</p> <p>Range: may include but is not limited to – navigation, weather interpretation, river crossings, first aid, environmental care, group processes, communication, motivation, enthusiasm, role modelling.</p>	<ul style="list-style-type: none"> • Evaluates progress of each participant through observation and questioning, and gives appropriate feedback e.g. constructive, timely (immediately, or later 1-on-1), verbal (explanation) and visual (demonstration). • Demonstrates leadership skills to maintain a safe and positive environment. This could include technical skills such as navigation, weather, environmental care or first aid; and group facilitation skills such as communication, enthusiasm, role modelling. • Maintains control of group and activity during normal and emergency situations (if they occur)
<p>4.2 Risks are identified.</p>	
<p>4.3 Effective risk management is demonstrated.</p> <p>Range: factors must include – people, equipment, environment.</p>	

Task 4: Instruct mountain biking

Element 2: Teach skills for mountain bike riding on intermediate to expert terrain.

2.1 Clients are instructed in planning and preparation for mountain bike riding.

Range: instruction **must include** but is not limited to -

- ride selection suitable to the rider's needs
- researching information about the chosen area
- identifying route requirements
- intention sheets
- identifying individual needs
- fitness requirements
- clothing
- footwear
- personal and group equipment
- food requirements and storage
- safe drinking-water options
- gear distribution
- packing cycles
- risk identification and management

2.2 Clients are instructed in mountain bike riding skills and participation in rides.

Range: instruction **must include** but is not limited to –

- fitness requirements
- interpreting maps
- using gear ratios
- ascents
- descents
- cornering
- braking
- communication
- rider etiquette
- environmental care
- bike transportation
- procedures for lost or injured group member
- equipment care and maintenance

2.3 Clients are instructed on debriefing.

Range: **may include** but is not limited to –

- personal and group performance
- preparation
- participation
- recommendations for future rides

2.4 Emergency management is explained.

Range: **must include** but is not limited to –

- emergency communication
- alternative routes identified
- organisation's procedural requirements
- search and rescue

Task 5: Evaluate the instruction and leadership on the mountain bike trip

Overview of task: The focus of this assessment is to evaluate the achievement of objectives, and evaluate the leadership and instruction of the trip.

Resources:

- www.reviewing.co.uk

Instruction to candidate:

During the task you are required to:

- Obtain feedback from participants (as per your evaluation plan in Task 2)
- Discuss with the assessor the achieved outcomes, and the strengths and weaknesses of your instruction and leadership

Element 3: Demonstrate effective instruction techniques during mountain bike rides.

Element 5: Evaluate the effectiveness of the instruction and leadership provided.

Performance criteria	Evidence/Judgement
<p>3.2 The instructor is able to effectively establish rapport and/or a learning partnership with the riders.</p>	<ul style="list-style-type: none"> • The candidate obtains feedback and acts on it during the course of the trip. • Obtains feedback from participants as planned in Task 2 (Post-trip evaluation) • Participants' feedback indicate that they considered the instructor to have <ul style="list-style-type: none"> - Established rapport - Been enthusiastic - Enjoyed the activities and the environment • In a discussion with the assessor, the candidate covers: <ul style="list-style-type: none"> - Their own evaluation of the trip and instruction, including strengths and weaknesses of their leadership and instruction - Participant feedback - Skills and knowledge that participants demonstrated - A comparison of planned objectives with achieved objectives - Justification for variance between planned objectives and achieved objectives - Areas for ongoing practice and improvement
<p>5.1 The plans and objectives are evaluated against actual outcomes and reasons for changes are provided and justified.</p>	
<p>5.2 The instructional and leadership components of the rides are evaluated for strengths and areas for improvement.</p>	

Candidate Name _____ NSN _____

Unit 20136 (v2) Checklist
Instruct in skills for mountain bike riding on intermediate to expert terrain

Assessor name: _____

Organisation name: _____

C/NYC

Comments

Task 1: Submit log and evidence of prerequisites

- Assessor sights ROL and logbook confirming candidate holds:
 - 424, 451, 20145, 20159, 20817 (or equivalent)
 - An additional 10 days of instructional experience beyond the hours logged when gaining the prerequisite unit standards

Task 2: Plan for instructing a mountain bike trip

- Plan(s) meet organisation requirements and industry standards.
- A description of the participant group
- Specific learning objectives
- Any other instructional objectives or requirements
- Plan(s) justified on basis of participants, their needs, objectives.
- A description of the route
- A risk management plan such as a RAMS form or similar
- An equipment list, including emergency equipment.
- Emergency communication arrangements and roles
- How intentions will be lodged with a responsible person
- Permission from land owners, managers, iwi, DOC
- Contingency plans and alternative routes
- A brief for participants, staff and other interested parties
- Other administrative arrangements necessary for the trip
- A plan for post-trip evaluation by the participants

Task 3: Instruction and Leadership - throughout all interaction with clients

- Uses activity and risk management plans, adjusting as required
- Implements and monitors risk management strategies
- Identifies and manages risks as they arise
- Discloses risks to the group
- Communicates emergency procedures to the group
- Instruction meets industry and organisation accepted practice
- Instruction style is flexible to meet the needs of participants
- Varies instruction style
- Creates positive learning environment and rapport
- Evaluates progress of each participant and gives feedback
- Checks for understanding
- Demonstrates leadership to maintain safe & positive environment.
- Maintains control of group and activity during normal and emergency situations (if they occur)

Trip 1

Trip 2

Trip 3

Trip 4

Task 4: Instruct mountain biking			
<ul style="list-style-type: none"> • Planning and preparation for mountain bike riding • Mountain bike riding skills and participation in rides • Debriefing • Emergency management 			
Task 5: Evaluate the instruction and leadership on the mountain bike trip			
<ul style="list-style-type: none"> • Obtains feedback and acts on it during the course of the trip • Obtains feedback from participants as planned in Task 2 • Participants' feedback indicates positive outcomes • Evaluates instruction and areas for improvement with assessor 			
DATE	CANDIDATE'S SIGNATURE	ASSESSOR'S SIGNATURE	C/NYC
Comments:			