



## **INSTRUCTOR DEVELOPMENT COURSE STAFF INSTRUCTOR INFORMATION PACK**



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## **Welcome to Brisbane Dive Academy Brisbane's premiere 5 Star Instructor Development Centre**

Thank you for expressing your interest in the Brisbane Dive Academy PADI IDC Staff Instructor Course.

Brisbane Dive Academy goes to great lengths to ensure first class training at all levels from Open Water through to Instructor and beyond, helping instructors with their professional development and life after the IE.

With fantastic diving on our door step and modern fresh classrooms our friendly, professional staff, make Brisbane Dive Academy the first choice for diver training in South East Queensland.

The PADI IDC Staff Instructor course is the next step for an MSDT to become a PADI Master Instructor. You are now capable of teaching people how to teach people to blow bubbles underwater.

By choosing Brisbane Dive Academy and its instructional staff as your mentor, your professional diver education will be truly first class. Our candidates have a high success rate and regularly receive very high marks in the IE with some even achieving perfect scores.

Once you are certified as an IDC Staff Instructor you may then be called to assist on IDC's and play a part in developing the future of PADI and the diving industry.

We look forward to helping you on your way to a great lifestyle teaching divers and sharing your passion.

Please contact us if you have any questions or to book on to the IDC Staff Instructor Program.

Yours in diving

**Mick Wheatley**  
**PADI Course Director**  
**Director of Training Brisbane Dive Academy**

## **Why should you choose Brisbane Dive Academy**

Choosing the 5 Star Instructor Development Centre that is going to conduct your instructor level training is one of the most important decisions that you will make. Brisbane Dive Academy not only has the most experienced staff in Brisbane but we are the only dive centre in South East Queensland to have a fulltime Course Director on staff.

Below are a few words from some of our past students

### **Volkan Coskun - PADI Open Water Scuba Instructor**

We moved from Turkey to Brisbane in 2009. I decided to go pro in 2008 and went through my dive master training in Turkey. I decided to take my IDC in Australia since I was planning to instruct in Australia. I am so glad that I made this decision and I am equally glad that I stepped in Brisbane Dive Academy for doing my IDC and met Michael Wheatley (Mick).

Mick's guidance throughout my path toward PADI instructor is invaluable. I did my assistant instructor course with Mick and he was also IDC staff in OWSI part of my IDC which was run by David James (Dave). Throughout my IDC, both Mick and Dave were professional yet supportive, encouraging and friendly. It has been an enjoyable and knowledgeable preparation for my instructor career.

This IDC experience developed my theoretical, practical and teaching skills as an instructor and I would recommend Mick and Dave to all instructor candidates for proper IDC training. IDC demonstrated me the philosophy and quality behind PADI education and inspired me for advancing in my career with further training.

### **Brett Muller - PADI Open Water Scuba Instructor**

I recently successfully completed my IDC with Brisbane Dive Academy and then went on to Successfully complete my Instructor Exams with PADI.

Without the expert guidance and real life experience provided by Brisbane Dive Academy the course would have been very stressful, instead the staff made it enjoyable and provided me with some real world experiences that have guided me into my Instructing career. I would highly recommend Mike and his team for any courses that he provides, as their professional attitude, friendly approach and willingness to work with you towards your goals set them apart from other providers.

## About the PADI IDC Staff Instructor Course

### Overview

As a seasoned PADI Instructor, you have wisdom and experience to share with up-and-coming PADI leaders. And, you know that continuing your education never ends. As an Instructor Development Course (IDC) Staff Instructor, you help bring up the next generation of PADI Instructors while gaining in-depth instructor-trainer knowledge as PADI Assistant Instructors and Open Water Scuba Instructors. Candidates build on their instructor-level dive theory knowledge, role-model watermanship and rescue skills, and leadership abilities by learning how to teach in confined water, in the classroom and in open water.

During the IDC, instructor candidates gain a complete understanding of PADI's educational goals and philosophies. Beginning with online independent study through PADI eLearning or live-delivery segments, the IDC can be separated into an Assistant Instructor (AI) course and the Open Water Scuba Instructor (OWSI) program. Depending on the need or interest, training can be planned with breaks to gain more experience, or can be continuous all the way to instructor certification. You will assist with this process

### Preassessment

This part of the course evaluates the IDC Staff Instructor candidate's knowledge and skills. To function as role models, counselors and coaches for instructor candidates, IDC Staff Instructors need to have instructor-level knowledge of dive theory and PADI Standards, exemplary dive skills and role-model presentation techniques. Allow time for candidates to work on any areas of deficiency. Course Directors evaluate the teaching presentations; the exams and skill assessment may be conducted by an IDC Staff Instructor.

### Dive Theory Exam

Administer a Dive Theory Exam found in the PADI *Course Director Manual* appendix. This exam is closed book, no notes. The candidate needs the RDP table and eRDPML and may use a calculator and scratch paper. Passing score is 80 percent on each section. If necessary, retest only those segments showing deficient scores using the second version of the Dive Theory Exam. Continue remediation and retesting as necessary. Retain the exam answer sheets with the candidate's signature verifying that the exam was reviewed and that the incorrect items are understood.

### Standards Exam

Administer a PADI Systems, Standards and Procedures Exam found in the PADI *Course Director Manual* appendix. The candidate needs a PADI *Instructor Manual* and PADI's *Guide to Teaching* for this exam; no other reference materials are allowed. Passing score is 80 percent (with any missed questions reviewed). If necessary, retest using the second version of the PADI Systems, Standards and Procedures Exam. Continue remediation and retesting as necessary. Retain the exam answer sheets with the candidate's signature verifying that the exam was reviewed and that the incorrect items are understood.

### Skill Evaluation

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Conduct the PADI Skill Evaluation in confined water. Review the scoring criteria before starting and emphasize the need for slow, exaggerated demonstrations. Candidates perform all 20 dive skills in the Skill Evaluation, scoring 80 total points, with no individual score below 3. Because some skills require a buddy, candidates work together. An IDC Staff Instructor can act as buddy, as needed. Counsel the candidate on areas that need improvement and allow time for practice and remediation. Then retest by conducting the entire skill evaluation again. Continue to remediate and retest until the performance requirement is met.

### **Knowledge Development Presentation**

Assign a presentation topic from any PADI course for the candidate to prepare a presentation. Make assignments in advance to allow adequate preparation time. Suggest that the IDC Staff Instructor candidate review the “Developing Knowledge Development Presentations” section in PADI’s *Guide to Teaching*. Evaluate the presentation using the criteria listed on the Knowledge Development Evaluation Form. Passing score is at least a 4.0. Provide a role model critique of the presentation by giving positive reinforcement and suggestions for improvement. Provide remediation, then retest by assigning another topic and repeating until the performance requirement is met.

### **Confined Water Teaching Presentation**

Assign one skill from either the Open Water Diver or Rescue Diver courses for the candidate to prepare as a confined water teaching presentation. Make assignments in advance to allow adequate preparation time. Suggest that the IDC Staff Instructor candidate review the “Teaching in Confined Water” section in PADI’s *Guide to Teaching*. Evaluate the presentation using the criteria listed on the Confined Water Presentation Evaluation Slate. Passing score is at least a 4.0. Provide a role model critique of the presentation by giving positive reinforcement and suggestions for improvement. Provide remediation, then retest by assigning another skill and repeating until the performance requirement is met..

### **Course Schedule**

The IDC Staff Instructor program commences 2 days prior to the commencement of an IDC, this is where you will learn about

#### **Day One**

##### **Morning**

Course Orientation  
Systems, Standards and Procedures Exam  
Dive Theory Exam

##### **Afternoon**

Instructor Development Standards,  
Procedures and Curriculum  
How to Organize and Conduct the PADI  
Assistant Instructor Course  
Skill Evaluation Preassessment  
Confined Water Teaching Presentation  
Preassessment

#### **Day Two**

##### **Morning**

Knowledge Development Presentation  
Preassessment  
The Psychology of Evaluation and  
Counseling  
Evaluating Knowledge Development  
Teaching Presentations

##### **Afternoon**

Evaluating Confined Water Teaching  
Presentations  
Evaluating Open Water Teaching  
Presentation

## Complete IDC — For candidates who have completed online independent study

### Day One

#### Morning

Course Orientation  
General Standards and Procedures

#### Afternoon

Open Water Diver Course  
Teaching in Confined Water  
Skill Demonstration Workshop (and 800 m/y swim)

### Day Two

#### Morning

Confined Water Teaching Presentation 1  
Developing Knowledge Development Presentations

#### Afternoon

Adventures in Diving Program  
Conducting Open Water Dives  
Risk Management  
Exams

### Day Three

#### Morning

Open Water Teaching Presentation  
Discover Scuba Diving Workshop  
Adventure Dive Workshop

#### Afternoon

Knowledge Development Teaching Presentation

4 Es Counseling Workshop 1  
Rescue Diver Course

### Day Four

#### Morning

Open Water Teaching Presentation 2  
Rescue Exercise Workshop

#### Afternoon

Confined Water Teaching Presentation 3  
Knowledge Development Teaching Presentation 2

### Day Five

#### Morning

Knowledge Development Teaching Presentation 3  
4 Es Counseling Workshop 2

#### Afternoon

Divemaster Course  
Confined Water Teaching Presentation 4

**Day Six** (Optional if no make ups required)

Makeups  
IE Preparation

## Required materials list

It is our responsibility to ensure that each individual instructor candidate has, in their possession, a personal, current set of the following materials for study and use during the course and for reference afterward; unless the materials are not available in a language understood by the candidate:

- PADI *Course Director Manual*
- Knowledge Development Presentation Evaluation Form
- Confined Water Presentation Evaluation slate
- Open Water Presentation Evaluation slate
- PADI *Instructor Manual*
- PADI's *Guide to Teaching*
- PADI *Specialty Course Instructor Manual*, or these specialty course instructor Guides: Peak Performance Buoyancy, Project AWARE and AWARE – Coral Reef Conservation
- PADI *Open Water Diver Manual*
- Recreational Dive Planner – RDP Table and eRDPML, including Instructions for use booklets
- *How to Use and Choose Dive Computers* book
- Open Water Diver Quizzes and Exam booklet
- *Adventures in Diving Manual*
- PADI *Rescue Diver Manual*
- Rescue Diver Final Exams booklet
- PADI *Divemaster Manual*
- Divemaster Final Exams booklet
- Aquatic Cue Cards for Open Water Diver, Adventures in Diving, Rescue Diver, Divemaster and Discover Scuba Diving • Confined Water Lesson Preparation slate
- Open Water Training Dive Lesson Planning slate
- *The Encyclopedia of Recreational Diving*
- *Diving Knowledge Workbook* or eRecord for Dive Theory Online

## Recommended materials list

- All PADI professional videos
- All PADI diver videos
- PADI Specialty Diver manuals
- Rescue Diver Course Prescriptive and standard Lesson Guides
- Divemaster Course Lesson Guides
- Discover Scuba Diving Flip Chart
- Discover Scuba Diving Brochure
- *Scuba Tune-up* guidebook
- Skill Evaluation Slate
- Open Water Diver Course Prescriptive and standard Lesson Guides
- *The Law and the Diving Professional*
- *The Best of The Undersea Journal*
- *The Business of Diving*
- *Children and Scuba Diving: A Resource Guide for Instructors and Parents*
- AWARE – *Our World, Our Water* manual – downloadable digital version

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- Project AWARE's *10 Ways a Diver Can Help to Protect the Underwater environment* brochure
- *Discover the Underwater World* video and *The Snorkeler's Field Guide*
- PADI Pro log book

## **OTHER REQUIREMENTS**

### **Course Prerequisites**

- Teaching status PADI Master Scuba Diver Trainer
- Agree to conduct all levels of diver training consistent with the standards and philosophy outlined in the PADI *Instructor Manual* and PADI *Course Director Manual*
- Agree to use the PADI System and its components

### **Working as a Dive Professional in sunny Queensland**

- Current PADI member
- Professional Dive Medical AS2299.1 within the last 12 months
- Liability Insurance which meets PADI standards
- Current First Aid at Work Certificate
- Current Administer Emergency Oxygen Certificate
- Blue Card (Highly recommended)

### **Minimum Required Equipment**

- BCD
- Balanced 1<sup>st</sup> Stage
- 2<sup>nd</sup> Stage with Alternate Air source
- Dive Computer and Compass
- Mask, Snorkel & Fins and Boots
- Dive Gloves
- Safety Sausage, Dive Whistle, Dive Knife
- Appropriate exposure protection
- Underwater signaling device
- Dive Slate
- 1 Primary Dive Torch & 1 Back Up Dive Torch
- Log Book
- 3 Pens & Large Writing Pad
- Rash Shirt
- Sunscreen

We include tanks and weights in our course fees. We can also hire some of this equipment to you but as a dive professional you really should have your own equipment. Please speak to our staff to discuss further.