

Practical Masters Course & CoC Assessment

Practical Masters Course

The Practical Masters course is a pre requisite for anyone wishing to attempt the CoC Master Assessment. The course is designed to address two particular issues, firstly possible improvements in a candidates practical skills, and secondly to help the candidate “bridge the gap” between the very different roles and responsibilities of being crew to being the Skipper.

The course is not an assessment (not a pass or fail scenario) but an evaluation – an opportunity for a candidate to receive feedback, coaching and advice from an Instructor from out side of the Unit.

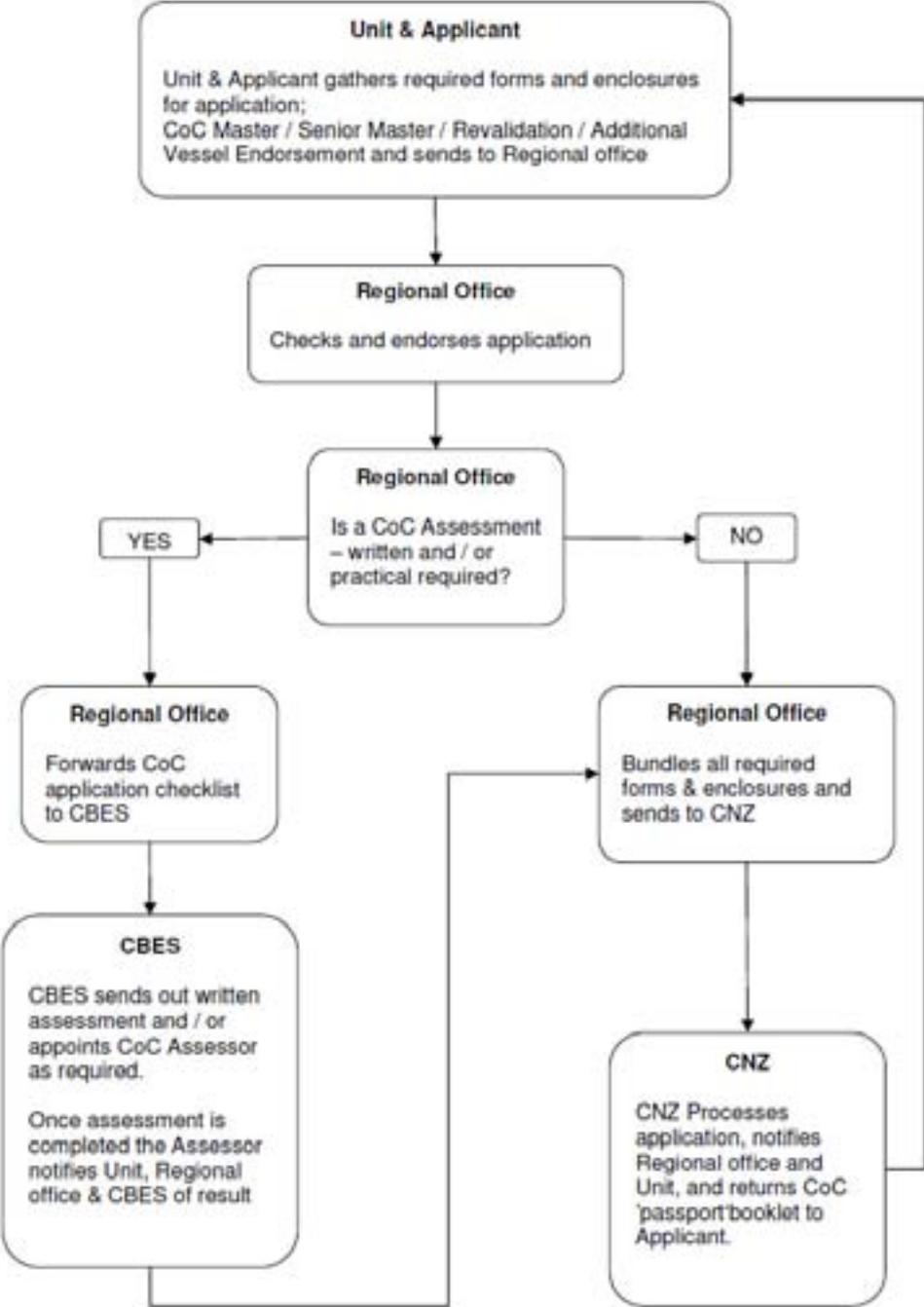
Prior to the course attendees are sent an outline of the course, and a practice assessment paper that is similar in content to the current CoC written assessments. They are required to complete the pre-course assessment paper prior to the course, and bring the completed paper with them. The paper will be reviewed at the beginning of the course. This enables the attendees and course Instructor to discuss any matters arising from them.

The course is run at the local Unit by an accredited SAR Instructor. Its duration is around 9 – 10 hrs, although there is a small amount of ‘classroom’ work the vast majority of the day is to be spent on the water running through practical exercises / scenarios. At the end of each exercise the opportunity will be taken for a de brief in which all involved will be able to look at ways to improve or refine their skills.

The culmination of the course is for the Instructor and candidate to produce a report / training action plan for the candidate and Unit Training Officer to address before attempting the CoC Master assessment.

Further information on the Practical Master Course can be found in the CRV Crew Training Syllabus and Log Book, and in the SARTR section of the Coastguard New Zealand web site.

CoC Assessment Process



Any candidate who is unsuccessful in the practical components of an assessment may re-sit at any time within the Assessment Permits validity.

The Assessment Permit is valid for a period of 6 months from date of issue. Once the Assessment Permit has expired the application process must be repeated.

Guidelines for CoC Assessment

The following is intended as a guideline as to the required content and criteria for a CoC assessment. Coastguard Masters are primarily responsible for the practical training of their crew and maintaining the standards expected of Coastguard personnel. As such they must be able to demonstrate a level of knowledge and understanding that will promote and maintain these standards.

Assessment Conduct

Assessments are carried out on **individual** candidates, and there cannot be more than one assessment candidate on the vessel at any one time. It is the Units responsibility to ensure adequate crew for the CRV, and for Unit and Assessor to arrange a suitable timeframe for conducting the assessment(s).

Before commencing the practical assessment the Assessor and candidate must agree upon:

- The legal master of the CRV for the duration of the assessment
- The purpose, criteria & content of the assessment
- Responsibilities and role of the Assessor
- Responsibilities role of the candidate
- Who the assessment information will go to
- Accommodating any special needs
- Options for reassessment and process of moderation / appeals

The Assessor should ensure that any scenarios are as near realistic as is practical. Trick questions and outlandishly complex, unlikely or unrealistically 'time pressured' scenarios are to be avoided. The Assessor should give clear unambiguous instructions to the candidate, and then step back to assess solely on what competence is demonstrated by the candidate.

Should an Assessor feel the need to correct or instruct/teach the candidate(s) on any subject covered in the assessment, this should only be done at the conclusion of, and **clearly** identified as separate to any actual assessment.

Assessment Criteria

A candidate must demonstrate competence in the procedures and operation of on board equipment to ensure the safe & efficient operation of the vessel. As such an Assessor must judge the overall performance of the candidate during the assessment.

There are however some instances where a candidate would be automatically judged '*Not Competent*'

- If a candidate demonstrates any inherently unsafe practice.
- If a candidate by action or inaction endangers the vessel, its crew or other persons.
- If a candidate demonstrates a lack of competence / understanding of any procedure, equipment or boat handling that would result in injury or risk of injury to crew or other persons.
- If a candidate violates or demonstrates a serious lack of understanding of the requirements of part 22 & part 91 of the Maritime Rules.
- If the Assessor is required to intervene in the operation of the vessel due to safety concerns

The Assessor will be judging the candidates performance in each of the different components of the assessment to form an overall picture of the candidates competence. A lack of competence / mistake in one particular section (depending on the severity of the mistake / lack of competence) may not in itself result in the candidate being assessed '*Not Competent*'.

If a candidate fails to demonstrate the required level of understanding / competence in two or more sections then the Assessor may well judge the candidate as overall '*Not Competent*'.

There may be several issues highlighted within the assessment that individually may not be of a serious enough nature to judge a candidate '*Not Competent*', but taken together may raise concerns for the Assessor.

The final decision may be ultimately judged against the following criteria;

- Given the overall competence demonstrated by the candidate;
- Would the Assessor be without undue concern if a member of their own family were to be a crew member for the candidate on board a Coastguard Rescue Vessel?
- Given the overall competence demonstrated by the candidate;
- Would the Assessor be without undue concern that the candidate would be able to safely and efficiently command a CRV in a SAROP if it was one of the Assessors family members in distress?

If the answer to either of these questions is no, then the candidate should be judged 'Not Competent', and given as much feedback and encouragement as practical to help them reach the required standard.

Assessment, Moderation & Appeals

Feedback forms regarding the Practical Assessment are sent to individual candidates, and it is important that these are completed and returned. Electronic feedback forms that can be completed on line are also to be made available in the near future. It is this feedback that is at the core of Practical Assessment Moderation.

If any individual or Unit have issues with the Assessor /Assessment process that they feel cannot be adequately addressed by the feedback forms, then they can contact the CoC Assessment Moderator at CBES Training & Development 0800 40 80 90.

Assessors are subject to periodic Moderation (approx once a year) during CoC practical assessments. Any such moderation will be arranged with the prior knowledge and agreement of the Unit, Candidate(s) and Assessor.

CoC Practical Assessment Content

Details of the content of a CoC practical assessment can be found in the CRV Crew Training Syllabus and Log Book, and in the SARTR section of the Coastguard New Zealand web site