



SURF LIFE SAVING[®]
NEW ZEALAND



IRB Crewperson Module

Instructor Lesson Plans

Updated: October 2024

In it for life



Lesson plan notes

These lesson plans and activities are a guide only. You do not have to stick to these plans or these activities.

You may run the sessions in full or break them down into smaller sessions to suit your set up. You may add, substitute, or take activities out as required. These are intended to guide your session to appeal to many learner preferences and provide a positive learner environment.

We encourage your creativity – create new activities, try new things, and let us know your thoughts and ideas.

Sharing of ideas and resources is encouraged so all members of Surf Lifesaving New Zealand can benefit from your creativity, knowledge, and skills in the instruction space.



IRB Crewperson Module Overview

The following is an overview of the delivery and instruction of this module.

IRB Crewperson's Module	
Award Purpose	To give surf lifeguards the skills required to respond safely as a crewperson in rescue situations using an IRB.
Delivery model	Minimum 1 day including exam
Assessment	<ul style="list-style-type: none"> Theory and practical examination conducted by a refreshed IRB Examiner.
References	<ul style="list-style-type: none"> IRB Instructors Resource 2024 IRB Training Manual 2024 IRB crewperson online pre-learning module. IRB video modules: Surf Life Saving IRB's, Basic Crewperson positioning, prelaunching briefing, crewperson skills and positioning in surf.
Candidate Learning Outcomes	<ol style="list-style-type: none"> Demonstrate the knowledge and application of health, safety, and risk management. Apply knowledge of hull equipment. Show and understand the procedures for filling a fuel bladder using all required PPE and equipment. Show and understand the procedures of IRB hull preparation. Understand and use correct IRB launching procedures. Use and apply crewing techniques. Perform a single person rescue. Perform a crewperson recovery utilizing reboarding techniques. Use and apply roll over techniques. Show and understand the procedures for IRB hull closedown.
Suggested teaching sequence	<ol style="list-style-type: none"> Hull features and set up. Crewing position (dry land). Fuel safety and compliance. Refuelling procedures. Removing from and replacing IRB on trailer. Launching an IRB. Navigating broken waves. Navigating unbroken waves. Re-boarding an IRB. Assisting driver in navigation. Single patients pick up. Removal of unconscious patient from the IRB. IRB Roll over/Capsize
<p>Note: This is a practical module that should be taught in a series of progressing steps as the candidate's ability and confidence dictates.</p>	



IRB Instructor checklist (crewperson):

Steps	Day to be completed	Tick when completed
Four – six weeks before course.		
Confirm course dates		
Read instructors manual and lesson plans and all course material to see what is required of you.		
Book training equipment if needed.		
IRB crew pre-learning module online – ready to go in each candidates online learning – Etrainu through member portal.		
Get approval from regional IRB Chief Examiner to run exam.		
Two weeks before course		
Confirm participant numbers and names. Inquire about any neuro diverse learning needs you may need to cater for within your candidates. (Reader/writer assistance with theory sessions and exams) Liaising with your clubs SLA instructors would be recommended if your candidates have just recently passed their SLA. They will have current information you will need. Inquire about any health concerns – asthmas etc. Check candidates meet all pre-requisites: <ul style="list-style-type: none"> - Surf Lifeguard Award (Refreshed) - 14 years old 		
Send out communication for: <ul style="list-style-type: none"> - Crewperson module course requirements - Learners to complete the online pre-module PRIOR to their practical session. 		
Collate the correct number of resources for candidates coming and plan the activities.		
Organise copying of additional resources if needed.		
One week before course		
Complete your own preparation for the course. This will include reviewing all lesson plans, and making sure you are using the updated instructors manual 2024. This outlines in details all exam tasks, how they will be conducted and assessed.		
The day before the course		
Set up venue if possible, positioning resources and equipment.		
Check etrainu for a pre-learning completion report by course participants. If you cannot see this, email member.education@surflifesaving.org.nz and asked to be added as a “trainer” to the IRB crewperson pre-learning training.		
The day of the course		
Ensure candidates sign attendance sheet		
Demonstrate good risk management and H&S practices by ensuring that candidates are aware of the exits, hazards, and emergency response procedures and equipment e.g. fire extinguisher location/s.		



IRB Crewperson Module Timetable

The pre-learning module needs to be completed by all attendees prior to this training day. Although this is optional, it is highly recommended as it better prepares candidates for the training day.

Suggested training timetable:

Time	Session
9.00am	Training day start
9.00-9.15am	Introductions and briefing for the day
9.15-10.30am	Theory (Dry Session)
10.30-12.00pm	Crewperson Skills (Water Session)
12.00-12.30pm	Lunch Break
12.30-2.00pm	Crewperson Skills (Water Session)
2.00-4.00pm	Practical (10-15 min per candidate) and Theory Exam

The above has been based on 3 candidates in attendance and the assumption that the following resources are available:

- IRB and safety boat
- 2 drivers
- 1 qualified crewperson

To ensure the above timetable is achieved, it is recommended that all engines being used for training are run up prior to 9.00am start, to make there is no time lost with instructors running in engines.

However, it is up to the clubs to run the above content (over more days or for a longer period) in any way that ensures all key components have been met.

An IRB Crewperson Module assessment examination Beach card is available for the practical exams. All examiners will have these. All key tasks are listed in the IRB instructors manual.



Lesson plan 1	Introduction to IRB Crewperson module and IRB Driver Award	
Learning objectives	<p>At the conclusion of this lesson, candidates will be able to:</p> <ol style="list-style-type: none"> 1. Identify what is needed for candidates to complete their IRB qualification/s. <p>Note: this lesson may be completed for IRB Crewperson Module candidates and/or Senior Lifeguard Award – IRB Driver.</p>	
Resources required	<ul style="list-style-type: none"> • Well lit, clean and well-ventilated working environment. • Table and chairs – enough for each participant • Whiteboard and pens • Paper and pens/pencils • SLSNZ IRB Training Manual 2024 • Candidate workbooks 2024 for Drivers 	
Total lesson time	45 minutes	
Duration	Activity	Additional resources
5 minutes	<p>Introduction</p> <p>Introduce the instructing team. Outline the focus for this lesson</p>	
10 minutes	<p>Whakawhangaungatanga</p> <p>Given that this is the first lesson under the IRB Crew training, spend some time getting to know learners and having learners getting to know one another. Have learners introduce themselves using a similar format to below:</p> <ol style="list-style-type: none"> 1. Name and where you are from? 2. What you do outside of SLSNZ? 3. What you enjoy doing in your spare time? 4. Something interesting about yourself? 5. One thing they want to learn during the lesson. <p>Share the first video learning module – Surf lifesaving IRBs</p>	<ul style="list-style-type: none"> • Whiteboard • Whiteboard markers <p>Surf Lifesaving IRB's</p>
15 minutes	<p>Resources:</p> <p>Each candidate should be given the following resources for their IRB qualification:</p> <ol style="list-style-type: none"> 1. IRB Crewperson Module: IRB Training Manual 2. Senior Lifeguard Award -IRB Driver: IRB Driver Workbook, IRB Training Manual <p>DISCUSS: The importance of completing the candidate workbook.</p>	<p>IRB Crewperson Training resource IRB Training Manual Senior Lifeguard Award – IRB Driver Workbook</p>



	<p>Workbooks will be completed during some training sessions and in candidates own time. Workbooks must be taken to the exam already signed off by the instructor. (On-line versions must be printed to hand in on examination day).</p>	
5 minutes	<p>Prerequisites for each IRB qualification:</p> <p>DISCUSS: The pre-requisites needed to complete each IRB qualification –</p> <p>WRITE: The Prerequisites on the white board for each to see – if needed.</p>	
10 minutes	<p>IRB Course Outline:</p> <p>DISCUSS: The exam components that candidates will be assessed on. Plan for the day and how the day / learning sessions will be organised and managed.</p> <p>DISCUSS: The health and safety for the day and how this will be managed.</p> <p>Allow candidates to have time for questions.</p>	



Lesson Plan 2	IRB Crewperson	
Manual section	EQUIP, ENERGY, PREPARE	
Learning objectives	<p>At the conclusion of this lesson, learners / candidates will be able to:</p> <ol style="list-style-type: none"> 1. Identify the features of an IRB hull. 2. Demonstrate and explain the factors needed in for IRB set up. 3. Fill a fuel bladder safely using PPE and install it in an IRB. 4. Demonstrate safely moving and IRB from the trailer. 	
Online learning	<p>Online learning covers:</p> <ul style="list-style-type: none"> • All elements of the module • Online video resources 	
Resources required	<ul style="list-style-type: none"> • Whiteboard • Whiteboard markers • A3 pieces of paper • Small post-it notes • Pens • IRB Training Manual • IRB Hull 1:3 candidates recommended ratio • Foot pump/compressor • Fuel Bladder • IRB Trailer 	
Total lesson time	1 hr. 30 minutes	
Duration	Activity	Additional resources
5 minutes	<p>Introduction:</p> <ul style="list-style-type: none"> • Introduce learning outcomes for the lesson. • Take candidates to the IRB. • DISCUSS: the parts of the IRB and what they are for. The following should be covered: Transom, valves, auto bailers, self bailers, paddles, blunt ended knife, rescue tube, pontoons, keelson, floorboard, side pontoon loop rope, fuel bladder clip attachments, fuel line loops, fuel bladder, bow rope, crewpersons boarding handgrip, drivers handgrip, roll over rope and black arrow. • Emphasise the safety equipment that should always be carried: Rescue tube; two paddles; a blunt ended knife, PFDs, radio. • SHOW the candidates the IRB logbook and how this needs to be filled out. 	<p>IRB hull on the trailer</p> <p>IRB Training Manual EQUIP Page:22</p>
5 minutes	<p>Knowledge acquisition The IRB hull:</p> <p>DISCUSS: The care that needs to be taken with the hull for longevity:</p> <ul style="list-style-type: none"> • Always store on a trailer 	<p>IRB hull on the trailer</p> <p>IRB Training Manual EQUIP Page:22</p>



	<ul style="list-style-type: none"> When shifting the IRB never drag it, always lift. Reinforce the safety aspects of lifting an IRB hull. (Refer to the START section of the IRB Manual) <p>Engage the candidates by asking questions.</p>	
5 minutes	<p>Knowledge acquisition Inflation Valves:</p> <p>SHOW: The candidates a valve (taken out of the IRB), hand it around the group. DEMONSTRATE: How to close and open valves.</p> <ul style="list-style-type: none"> Each candidate should practice opening and closing the valve. <p>DISCUSS and EXPLAIN: The danger of damaging the valve if the IRB is deflated.</p>	<p>IRB hull on the trailer</p> <p>IRB Training Manual EQUIP Page:22</p>
15 minutes	<p>Knowledge acquisition Inflation of an IRB hull:</p> <p>ASK candidates:</p> <ul style="list-style-type: none"> Why must the IRB hull be kept at its optimum inflation when in use? Could result in a broken floorboard, and/or the transom tearing away from the fabric. <p>DISCUSS: Leaving the engine attached to the transom when in storage as it may cause damage to the fabric.</p> <p>DEMONSTRATE how to inflate an IRB using the pump and compressor and the pressure gauge.</p> <p>SHOW: The candidates how to use the pump on the pontoons and keelson and what order to inflate each, explaining the reason for this.</p> <p>Candidates need to all have a go at inflating the IRB using the pump and compressor and practice using the pressure gauge.</p>	<p>Foot pump Compressor</p> <p>IRB Training Manual PREPARE Page:52</p>
20 minutes	<p>Knowledge acquisition Inserting the floorboard</p> <p>Give candidates an OVERVIEW/DEMONSTRATION of how to insert the floorboard following the steps in the Training Manual.</p> <p>Practical application</p>	<p>Floorboard</p> <p>IRB Training Manual PREPARE Page:52</p>



	<p>In GROUPS of four, let candidates have a go at inserting the floorboard and then pumping the IRB up to full pressure. Go through the success criteria before they start.</p>	
20 minutes	<p>Knowledge acquisition Setting up the IRB for operation</p> <p>DEMONSTRATE: How to setup the IRB hull for use following the step in IRB training manual. Get the candidates involved. Talk about the important steps.</p> <p>Practical application In GROUPS candidates can set up an IRB hull. Starting from hull deflated and floorboard out to hull inflated with floorboard and fuel bladder in it. Use the IRB hull setup checklist, to check their performance. Go through the success criteria and what you are looking for before they start.</p>	<p>IRB hull setup assessment components.</p> <p>IRB Training Manual PREPARE Page:52</p>
	<p>Knowledge acquisition Fuel safety and filling a fuel bladder</p> <p>SHOW: The candidates where fuel is kept in the club house and how to access it if needed. Make sure they are familiar with all the fuel equipment outlined in the fuel section of the manual.</p> <p>DEMONSTRATE how to insert the fuel bladder into the IRB In PAIRS candidates to practice inserting the fuel bladder. DISCUSS and SHOW how to safely store fuel bladders, PPE and safety considerations when filling a bladder. DEMONSTRATE how a fuel bladder is filled. Candidates to practice the correct procedure with support and guidance.</p>	<p>IRB Training Manual ENERGY Page 46 Video</p>
5 minutes	<p>Conclusion Summarise with learners the learning from the session.</p> <p>Use the following questions to close the lesson, and check How many inflatable compartments does the IRB have?</p> <ul style="list-style-type: none"> • 4. <p>Why should you not stand on the valves when the IRB hull is deflated?</p>	



	<ul style="list-style-type: none">• Damage will occur to the valve pin. <p>Name the safety equipment that is needed in the IRB when in use?</p> <ul style="list-style-type: none">• Two paddles, two PFDs, rescue tube, a blunt ended knife, radio. <p>What pressure should you inflate the pontoons to?</p> <ul style="list-style-type: none">• 25kpa <p>What pressure should you inflate the keelson to?</p> <ul style="list-style-type: none">• 25kpa <p>What three things should you take into consideration when using a foot pump to inflate the IRB? (any three of the following)</p> <ul style="list-style-type: none">• Inflate the IRB in the gear shed with foot pump on a hard clean surface.• Place towel or similar under foot pump if using on a grassed area, and wear footwear.• Make sure intake on the foot pump is clear and that footwear does not contain dirt or sand.• Don't inflate IRB using foot pump on the sand or grass.• Don't use excessive force on pump. <p>What will under inflation cause?</p> <ul style="list-style-type: none">• Causes the IRB to twist out of proportion and make it extremely unstable in the surf. <p>What will over inflation cause?</p> <ul style="list-style-type: none">• Will cause the fabric to stretch and fail over time. <p>Which order should the IRB pontoons be inflated and why?</p> <ul style="list-style-type: none">• Side pontoons first, then the bow pontoon. If the bow pontoon deflates during use, the IRB will remain operational, though have limited capacity. <p>Name two factors that will increase the life expectancy of the IRB, any two of the following:</p> <ul style="list-style-type: none">• Hours of use• Correct inflation• Types of use• Maintenance• Correct IRB positioning on trailer <p>Allow learners time to ask any questions.</p>	
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	<p>Go through the learning objectives for the lesson, checking how candidates have understood key components.</p> <p>Ensure you inform candidates of the next session and follow up and pre-learning that is required to be completed prior to attending.</p> <p>Encourage candidates to read in manual sections in their own time and watch the videos available on the learning resources page.</p>	
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Lesson plan 3	IRB Crewperson	
Manual section	SKILL – Crewperson skills	
Learning objectives	At the conclusion of this lesson, learners / candidates will be able to: <ol style="list-style-type: none"> 1. Demonstrate and explain crewing positions and techniques in an IRB. 2. Safely launch an IRB. 3. Direct the driver when necessary. 	
Resources required	IRB Training Manual Crewpersons Video modules IRB/s, Fuel, Engine/s - 1:3 candidates recommended ratio IRB Trailer Radio's Wetsuit/togs PFD's Helmets	
Total lesson time	1hr 30 minutes	
Duration	Activity	Additional resources
5 minutes	Introduction: Introduce learning outcomes for the lesson. Write these on a white board or get the candidates to copy them down so you can all refer to them during the lesson.	
10minutes	Knowledge / skill acquisition Crewperson positioning DEMONSTRATE the correct positioning as a crewperson. Hand and foot placement. Each candidate should have a go at sitting in the correct position in the IRB on land.	IRB Training Manual SKILL Page 66 Basic Crewperson Positioning
10 minutes	Knowledge / skill acquisition Launching the IRB DEMONSTRATE how to take the IRB off the trailer and put it back on. In PAIRS candidates must have a go at taking the IRB off the trailer and putting it back on. DEMONSTRATE how to shift the IRB from the sand to the sea. ASK candidates: What is your role as a crewperson prior to boarding the IRB when in the water?	IRB hull on the trailer IRB Training Manual SKILL Page 66
1 hr 10 minutes	Knowledge / skill acquisition Crewing the IRB in surf With a qualified driver candidates must take turns crewing the IRB. The driver should discuss with each crewperson what is expected of them when crewing in regard to balance.	IRB Training Manual SKILL Page 66 Fully loaded IRB ready for use. Crewperson Skills & Positioning in the Surf



	<p>Give candidates a DEMONSTRATION of how to crew in the surf, tell them to focus on how to position themselves when going over waves and also their role in balancing when the IRB is parallel running.</p> <p>Candidates have a practice at crewing in the surf, instruct the driver to go in and out through the surf until the crewperson is comfortable then parallel run. Also use signals to communicate with the crewperson and direct the driver.</p> <p>Instructors to provide clear feedback to each candidate to assist them to develop their abilities.</p> <p>Instructors to rotate through candidates moderating driving skills to candidate's skills level and confidence. This needs to be fluid as candidates develop and progress at different rates.</p>	
56 minutes	<p>Conclusion Summarise with learners the learning from the session.</p>	



Lesson plan 4	IRB Crewperson	
Manual section	SKILL – Crewperson skills PERFORM, COMPLETE	
Learning objectives	<p>At the conclusion of this lesson, learners / candidates will be able to:</p> <ol style="list-style-type: none"> 1. Perform a single patient rescue for both conscious and unconscious patients 2. Re-board into a IRB from the water 3. Demonstrate and assist in righting a capsized IRB 4. Assist with closedown an IRB Hull after use 	
Resources required	IRB Training Manual IRB/s, Fuel, Engine/s - 1:3 candidates recommended ratio IRB Trailer Radio's Wetsuit/togs PFD's Helmets	
Total lesson time	1 hour 30 minutes	
Duration	Activity	Additional resources
5 minutes	<p>Introduction: Introduce learning outcomes for the lesson. Write these on a white board or get the candidates to copy them down so you can all refer to them during the lesson.</p>	
40 minutes	<p>Knowledge / skill acquisition Single Patient Rescue Positioning, pick up, and caring for the patient.</p> <p>With the IRB on the sand/trailer DEMONSTRATE the correct technique to pick up a patient. Focus on the crewperson position and where they are to grab the patient to lift them out of the water.</p> <p>Also show candidates how to pick up an unconscious patient (head facing away from the IRB), and how to care for them once pulled aboard.</p> <p>On the sand/trailer each candidate should have a go at getting in the correct position and lifting a patient into the IRB.</p> <p>If possible and if safe to do so, take all candidates out into the water and DEMONSTRATE completing a single person rescue with them watching from the water.</p> <p>Each candidate must take turns completing a single person rescue from start to finish, begin in the shallows and finish with the</p>	IRB Training Manual PERFORM Page 90 IRB hull on the trailer



	<p>patient on the beach after the carry by the crew and driver. All pick-ups should be done at idle and with the bow facing directly out to sea.</p>	
10 minutes	<p>Knowledge / skill acquisition Patient lift and carry.</p> <p>DEMONSTRATE the correct position for carrying the patient out of the IRB and up the beach. Give other candidates some time to have a practice at carrying the patient.</p>	<p>IRB hull on the trailer</p> <p>IRB Training Manual</p>
15 minutes	<p>Knowledge / skill acquisition IRB capsized/rollover</p> <p>Using the IRB hull with no engine DEMONSTRATE how to roll the IRB back over. In PAIRS candidates should have a go at rolling the IRB back over. Hull to be flipped in a minimum depth of 1.5 to 2m.</p>	<p>IRB Training Manual</p> <p>SKILL Page 66</p> <p>IRB hull with no engine</p>
10 minutes	<p>Knowledge / skill acquisition Reboarding into the IRB from the water</p> <p>Push down into water to use buoyancy to help reboard IRB on the bounce back.</p>	<p>IRB Training Manual</p> <p>SKILL Page 66</p> <p>IRB hull</p>
15 minutes	<p>Knowledge / skill acquisition IRB hull closedown</p> <p>DISCUSS steps candidates need to take to closedown the IRB hull and fuel correctly. (any drivers helping can help you with the engine).</p> <p>Candidates must closedown the IRB hull and fuel, watch and give feedback where necessary.</p>	<p>IRB Training Manual</p> <p>COMPLETE Page 104</p> <p>IRB hull</p>
	<p>Conclusion</p> <p>Summarise with learners the learning from the session.</p>	