



ACMG

Training and Assessment Program

Hello and thank you for your interest in applying to the ACMG Training and Assessment Program (TAP).

As of April 30, 2018, the ACMG will be running the program for an undetermined period. For any courses beginning May 1, 2018, please use the following pages and application packages that are appropriate for your needs. If you have any questions, feel free to direct them to us at tap@acmg.ca.

If you have previously taken a course with the Canadian Mountain and Ski Guide Program at Thompson Rivers University, it is possible that we will not have your complete file and may request an update on your resume, letters of recommendations or other info.

Best of luck as you enter the guiding or climbing instructor paths.

The TAP Team

TAP APPLICATION PACKAGE

Ski Guide



ACMG

Training and Assessment Program

ACMG Training and Assessment Program
Box 8245
Canmore, AB Canada T1W 2T9
403.679.9181
tap@acmg.ca

Ski Guide Application Package

Package Contents:

1. Program Description
2. Notice of Increased Risk
3. Application Information
4. Sample Format Skiing Resume
5. Guidelines for Letters of Recommendation

To Register:

- Review the application package to confirm you meet the prerequisites
- Complete the online application form: [TAP Application Form](#)

Payment and Cancellation Policy

The course fee is due once you are formally accepted and registered into the course and must be paid in full.

The following policies are strictly enforced.

1. To receive a refund, the ACMG TAP office must receive notice of cancellation by e-mail or post a minimum of 4 weeks before the course start.
2. There are no refunds of any kind if you cancel after the 4 week deadline.
3. The no refund policy includes personal injury, illness, medical reasons, family emergency etc.
4. If the TAP cancels the course, all fee payments will be returned in full.

1. Ski Guide Certificate

Ski Guides specialize in ski touring, mechanized ski guiding, and ski mountaineering including ascents of non-technical peaks as part of the trip.

The goal of the Ski Guide Exam is to certify guides to work as independent guides. The successful Ski Guide candidate is ready to lead ski touring and ski mountaineering trips without supervision and is ready to train as a lead guide in a mechanized skiing operation.

Candidates are expected to arrive with a working knowledge of the information covered in the Guide Training Skiing courses, Apprentice Ski Guide, CAA Level 2 courses and the Technical Handbook for Professional Mountain Guides. Participants are expected to arrive in good health and can complete a week of strenuous ski touring and ski mountaineering; and to be able to complete assigned tasks and trips.

The Apprentice Ski Guide certification is a prerequisite to the Ski Guide Exam. You will have been an Apprentice Ski Guide for no less than one year and will have completed a supervised apprenticeship of at least 30 days.

If you have already completed the Apprentice Ski Guide Exam and are applying to the Ski Guide Exam, proceed with this application package. If you have not yet completed the Apprentice Ski Guide Exam, return to the web site and click on 'Apprentice Ski Guide' or contact the Programs office for the application package

2. Notice to Participants of Professional Guide Training Courses - Increased Risk

The ACMG provides training intended to develop professional skiing, climbing, hiking, rescue, and wilderness travel guides. To train professional guides it is necessary for students to participate in activities that have higher levels of risk than what may be considered reasonable by entry-level, intermediate, novice, commercial guiding, or recreational standards. This may include, but is not limited to activities such as: lead climbing where the climber places his or her own protective equipment, travel and decision making in avalanche terrain, climbing and rescue in a multi-pitch environment, driving program vehicles, hiking in unusually rough and remote terrain, stress from examination and grading processes, making route and hazard assessment decisions on behalf of other students, unsupervised activities; and continuing with an activity when it may not be considered reasonable by entry-level, intermediate, novice, commercial guiding, or recreational standards (for example, when fatigued, in inclement weather, or in high hazard conditions).

AT THE START OF EACH COURSE or EXAM YOU ARE REQUIRED TO SIGN A LEGAL RELEASE DOCUMENT (Waiver). YOU CAN VIEW A COPY ON-LINE. WE RECOMMEND YOU SEEK LEGAL ADVICE IF YOU HAVE QUESTIONS.

3. Application Information

Prerequisites Required Before You Can Apply

- ❖ Have a current Advanced (80 hr.) First Aid and CPR certificate (Wilderness First Aid is preferred; however, OFA 3 will be accepted).
- ❖ CAA Industry Training Program Level Two for Avalanche Operations certificate
- ❖ Apprentice Ski Guide certificate. You have been an Apprentice Ski Guide for at least one year. (If it has been more than 3 years since your Apprentice Ski Guide exam you will be required to update your skills before attending the Ski Guide exam.)
- ❖ Minimum 30 days documented supervised guiding.

To Apply You Must Submit

- ❖ Application form
- ❖ Copy of your current Advanced Wilderness First Aid. (If you will be taking your first aid course after the application deadline, attach a confirmation of registration for the first aid program you are taking – this must be complete, and confirmation received by our office (copy of certificate or letter from the first aid provider) in advance of the course date.
- ❖ Copy of your CAA Level 2 certificate
- ❖ Personal resume update
- ❖ An update of your backcountry skiing resume since your Apprentice Ski Guide Exam Minimum requirements within the last three years:
 - 15 day trips – ski touring in complex glaciated terrain
 - 3 overnight trips – ski touring in complex glaciated terrain
- ❖ Proof of work experience - 20 days minimum supervised guiding documented as follows:
 - Letter from a supervising guide OR
 - Photocopy of your guides book signed by a supervising guide OR
 - Resume of work experience signed by a supervising guide
- ❖ Letter of Recommendation from an ACMG Ski or Mountain Guide in good standing. See guidelines below.

Concerning Applications

Allow yourself adequate time to create a well-structured, organized, and complete application that arrives on time. Your application plays a significant role in whether you will be accepted into the program. Poorly organized applications or unformatted resumes jeopardize your acceptance as your background, skills and qualifications may not be clear and/or may compare unfavorably to other applications. Please retain a copy of your application for your records or in case of loss.

Application Deadline

Applications must be complete and received by the office by the application closing date. Late or incomplete applications may not be accepted.

Application deadlines, course dates and fees can be viewed online at www.acmg.ca or contact the Program Office at **403.679.9181**. Dates and fees are updated regularly and may change without notice.

Notification of Acceptance

All applicants will be notified of acceptance or rejection. Once accepted, the course fee becomes due immediately and must be paid in full to confirm placement.

If accepted and it becomes clear to the instructors that you are not at the standard indicated on your application, instructors have the right to remove you from further participation.

4. Sample Format for Skiing Resume

A personal skills resume can be set up in a spreadsheet format to more conveniently list the types and styles of trips. This will present relevant information in a concise format for the application review committee.

15 Ski tours in complex and glaciated terrain (within the last three years)

Trip	Area/Range	Date	Comments
<i>Name/description of route, terrain</i>			<i>month/year</i> <i>weather, leadership role</i>
1.			
2.			

etc.

3 Multi-day ski tours in complex and glaciated terrain (within the last three years)

Trip	Area/Range	Date	Comments
<i>Name/description of route, terrain</i>			<i>month/year</i> <i>weather, leadership role</i>
1.			
2.			

etc.

5. Guidelines for Letters of Recommendation

- A. *Please include the following in your letter:*
 - a. Your name, contact information, occupation, and position
 - b. The applicant's name
- B. *Based on your personal experience of the applicant, please include:*
 - a. Your relationship to the applicant (friend, mentor, and supervisor)?
 - b. The length of time you have known the applicant
 - c. Your impression of the applicant's general mountain skills (fitness, preparedness, technical skills, navigation, and hazard management, skiing skills)?
 - d. Your impression of the applicant's leadership and decision-making skills?
 - e. Your impression of the applicant's potential as a ski guide?
- C. *Additional comments are welcome.*
- D. *Please sign and date your letter.*