

# Cambridge Advanced Motorcyclists

## Associate, Observer & Senior Observer Training Process

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### **Introduction**

The primary objective of Cambridge Advanced Motorcyclists is to assist riders to reach a level of competence such that they pass the IAM Motorcyclists test and are safer as a result.

This document sets out the processes and methodology by which Associates, Trainee Observers, Group Observers and Senior Observers will be trained by CAM.

The Committee of CAM delegates responsibility for training and the maintenance of training standards to the Senior Observer Team. This brief covers Associates, Trainee Observers, Observers and the in-house training and monitoring of any future Senior Observers.

The Committee of CAM will periodically review the outputs of the training activities, e.g. pass-rates and comments from examiners to ensure the process is working to the benefit of CAM and the Committee will resolve any disputes arising between the Senior Observer Group and a CAM member or associate.

### **Categories of Observers**

The club has three classes of Observer;

- Trainee Observer
- Group Qualified Observers (known as Observers)
- Senior Observer

To ensure that standards are maintained Observer training is structured, controlled and subject to periodic review by Senior Observers

### **Trainee Observers**

The Trainee Observers have been selected to follow the observer training programme with the intention that they qualify as Observers. They are recorded locally by CAM.

Their roles include;

- Learning 'Observer' skills
- Training Associates under the supervision of a Senior Observer.
- Directed training with an Observer at the discretion of their Senior Observer.
- Participating in training runs, training courses and coordination meetings

### **Observers**

The Observers have completed local CAM training and are considered to be fully competent to develop Associates up to IAM test standard. They are recorded locally by CAM.

Their roles include;

- Training Associates and recording their progress.
- Mentoring Trainee Observers and recording their progress if requested to do so by a Senior Observer.
- Participating in training runs, training courses and coordination meetings
- Running training courses for Associates.

### **Senior Observers**

The Senior Observers will have completed both local CAM and central IAM training including the IAM Senior Observer Practical test. They are considered to have reached the highest standard of riding and of providing feedback to other riders. They are recorded centrally by the IAM.

The Senior Observers are responsible for maintaining the standard of riding within the group with the support of the Observers and Trainee Observers.

Their roles include;

- Training new Observers
- Maintaining the quality of 'observing' and riding within the club
- Training Associates
- Conducting pre-tests for Associates
- Running training courses for Associates and Observers
- Advising on techniques
- Providing feedback to the Committee on the club's training activities.

### **Associate Training**

When a rider joins they do so as an Associate and are allocated an Observer who assists them develop the necessary skills. This process is based on 'one-to-one' rides with ongoing feedback, example and suggestions.

The Observer allocated to an Associate may be from any of the classes of Observer listed previously.

If a Trainee Observer is allocated to the Associate then the Senior Observer responsible for the Trainee Observer ensures that the Associate receives a service consistent with that available from a qualified Observer.

An Observer with their Associate may occasionally be accompanied by a Trainee Observer. (Subject to agreement by the Observer)

Observers will advise the Associate to contact a Senior Observer when it is considered that they have completed the entire training program and are 'test ready'. The Associate will then be observed by a Senior Observer who will give an opinion about the level of riding demonstrated by the Associate and their readiness for the IAM test. The Senior Observer will provide feedback based on the assessment ride to both the Associate and their Observer.

This is of benefit to the Associate and provides a monitoring function for the Observer.

### **The Observer Training Programme**

The Observer training programme has several stages and modules and the Trainee Observer needs to complete all in order to become a Group Qualified Observer (Observer).

CAM members who are potentially interested in becoming Observers are invited to contact one of the Senior Observers or a Committee Member to make their interest known.

It is expected that a member volunteering to become a Trainee Observer would;

- Have accumulated at least 12 months continuous post IAM test riding experience. (This may be reduced by agreement with the Senior Observer team)

- Display a reasonable level of practical skill and theoretical knowledge of advanced riding techniques and be aware of the basic content of Roadcraft & the IAM manual 'How to be an Advanced Motorcyclist' (HTBAAMC).

- Be potentially capable of providing constructive detailed written and oral feedback, based on Roadcraft or HTBAAMC, which could be used by the Associate to improve their riding.

- Possess the determination and have the time available to complete and pass the Observer training programme.

### **Stage One – Suitability Assessment**

All volunteers and nominations for Observer training are reviewed by the Senior Observer Team on the basis of skills, experience and aptitude. The Senior Observer team will make recommendations to the CAM Committee, based on their experience and knowledge, concerning the suitability or otherwise of any particular person. If for any reason the member is not considered suitable to enter the Observer training programme then a Committee Member or Senior Observer will debrief the

member on the decision, the reasons and any actions that need to be undertaken prior to the request being reconsidered.

The Senior Observer Team will guide the CAM Committee in all matters relating to the acceptance or otherwise of any member into the Trainee Observer program.

### **Stage Two – Competence Assessment**

If it is decided that, following committee approval, the member is a suitable candidate, then the member will be invited to complete two assessment rides with different Senior Observers. The Senior Observers will confer and will advise the CAM Committee regarding the standard of the member's riding and their suitability for the Trainee Observer training program. The aim is to select the highest quality riders with the ability to provide good quality written and oral feedback which will help the Associate to improve their riding and to pass the IAM Advanced Riders test.

The CAM Committee will, based on the advice of the Senior Observer team, either endorse or refuse the application; the Group Chairman will send a written communication to the member outlining the decision. If accepted the Trainee Observer will be informed of their allocated Senior Observer Mentor; if declined then the reasons and any actions that need to be undertaken prior to the request being reconsidered.

### **Stage Three – Training**

The Senior Observer Mentor will work with the Trainee Observer to develop the necessary riding and communication skills as necessary to become a qualified group observer (Observer). The exact approach may vary according to the style of the mentor and the needs of the trainee.

The Senior Observer and the Trainee Observer will jointly develop Associates; initially as fully accompanied rides and as the Trainee Observer develops through more remote monitoring and tutoring.

The Senior Observer mentor will decide when it is appropriate to allocate an associate directly to the Trainee Observer. At this stage the Senior Observer mentor will maintain contact and will occasionally join the Trainee Observer during training rides so that progress and style can be monitored effectively.

The Senior Observer mentor may, at their discretion; request an Observer to allow the Trainee Observer to accompany them during training rides with Associates on a temporary basis. The reason for this will be discussed with the selected Observer and the Senior Observer mentor will resume the training and the development of the Trainee Observer following any temporary attachment to an Observer.

The process of the Trainee Observer developing associates to IAM test level under the supervision of a Senior Observer mentor will continue until the Trainee Observer has reached Observer standard. As a minimum the trainee observer needs to take an associate through to an IAM test pass.

The Senior Observer mentor remains responsible for the standard of training and feedback delivered by their Trainee Observer(s) and has overall responsibility for the decisions which are taken concerning any Associates who are allocated to the Trainee Observer. This will remain the case until the Trainee Observer moves into the Qualified Group Observer category.

During the training programme the Trainee Observer needs to attend and complete the observer theory training course and to pass the multiple choice test.

When the Senior Observer mentor is fully satisfied that the Trainee Observer has completed all parts of the programme and is fully trained to be an Observer then this will be reported to the Committee who will confirm that the trainee observer is now a Qualified Observer.

A letter from the Chairman of the Committee will be sent to the member acknowledging the achievement and the new Observer will be placed on the CAM Observer register.

### **The Senior Observer Training Programme**

The Senior Observer training programme involves stages and modules run by both the local CAM club and also by the central IAM organisation.

CAM Observers who are potentially interested in becoming Senior Observers are invited to contact one of the Senior Observers or a Committee Member and to make their interest known. It is expected that an Observer volunteering to become a Senior Observer would have accumulated significant experience as an Observer, assisted many associates to achieve IAM pass standard and be comfortable giving detailed written and oral feedback to Associates.

All nominations for Senior Observer training are reviewed by the committee on the basis of the current club requirements. The decision to proceed or otherwise will be communicated to them by the Chairman of the CAM Committee with a full explanation of the reasons should the application be declined.

Following Committee approval the candidate is encouraged to attend IAM HQ training programmes as available. If no such programmes are available then current Senior Observers will assist the candidate to prepare for the IAM HQ test. The fee for the test will be borne by the Group

The Senior Observer practical test covers all aspects of riding and communication between the Associate and Senior Observer and includes general riding, feedback, slow riding, introductions and cautions. The Senior Observer practical test is taken with an Associate and will last for up to 2.5 hours.

The test can be broken into four parts;

Introduction and pre ride briefing given to the Associate.

An observed ride with an Associate over mixed roads, including a stop to debrief and ending with a slow riding session.

A demonstration ride given by the Senior Observer candidate to the IAM Examiner..

An IAM Examiners debrief and detailed questioning and feedback to the Senior Observer candidate.

## **Review Process**

CAM recognises the importance of maintaining a cadre of Observers and Senior Observers of the highest standard and accordingly the following process is maintained;

Observers with their Associates are subject to random accompanied rides by Senior Observers to ensure that appropriate standards are being maintained.

During the year Observer only runs will concentrate on the development and practice of techniques and will provide constructive feedback on riding style.

Periodic Observer evenings will provide a forum to discuss both observer techniques and issues arising with the observing process within CAM.

The Senior Observers will be subject to periodic peer review by the other CAM Senior Observers and also to any IAM central assessment.

There is a defined procedure whereby Senior Observers maintain their qualification as Senior Observers – currently:

Review by local IAM examiner after 3 years

Review by IAM HQ examiner after a further 3 years after which the cycle recommences.