



## COACH DEVELOPER POLICY

Revised September 2017

### Purpose

*To ensure that all ACA Coach Developers are aware of the pathways and standards required for accreditation, thus promoting the continuing education opportunities for the next generation of coaches.*

### Definitions

The following terms shall have the following meanings:

- **“ACA”** – Refers to Alpine Canada Alpin
- **“CSC”** – Means Canadian Ski Coaches, accredited under Alpine Canada Coach Education.
- **“PTSO”** – Refers to Provincial/Territorial Sport Organization
- **“NCCP”** – Refers to National Coaching Certification Program
- **“CSIA”** – Refers to Canadian Ski Instructors Alliance
- **“NSO”** – National Sport Organization
- **“MED”** – Make Ethical Decisions
- **“LF”** – Learning Facilitator
- **“CE”** – Coach Evaluator
- **“MCD”** – Master Coach Developer
- **“Licensed”** - means that minimum professional development requirements have been met. Professional development requirements vary depending on:
  - coach accreditation
  - active coaching status.
- **“Coach Developer Trained”** - means the below has been completed.
  - MED
  - Core Training
  - Sport Specific Training
  - Co-Delivery
- **“Coach Developer Certified”** – means the below has been completed.
  - MED
  - Core Training
  - Sport Specific Training
  - Co-Delivery
  - Evaluation



## Overview

Within the Alpine NCCP, coach developers are:

- [Learning Facilitators](#)
- [Coach Evaluators](#)
- [Master Coach Developers](#)

ACA, PTSO's and Master Coach Developers are all involved in identifying and training coach developers. ACA sets national standards. Selection of applicants for LF training and designation shall be made in partnership between ACA and PTSO representative responsible for co-ordinating coach education courses.

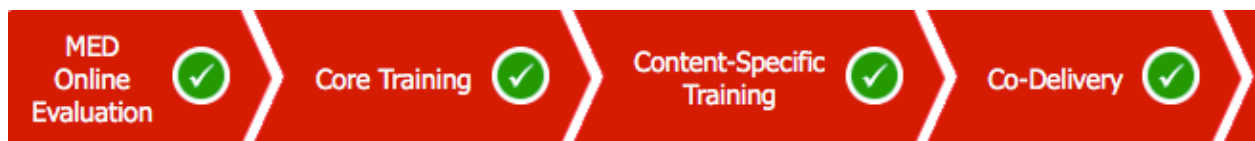
Coach developers are coaches who are already involved in the NCCP and have actively coached for many years. Coach developers may have backgrounds in physical education, kinesiology, or similar areas of study.

Coach Developers, train and coach the coaches. They are not simply experienced coaches or transmitters of coaching knowledge – they are trained to develop, support, and challenge coaches to go on honing and improving their knowledge and skills to provide positive and effective sport experiences for all participants.

Coach Developers need to be experts in learning, as well as experts in coaching and technical concepts.

*The pathway to become a Coach Developer (trained or certified) involves the following steps:*

### TRAINED:



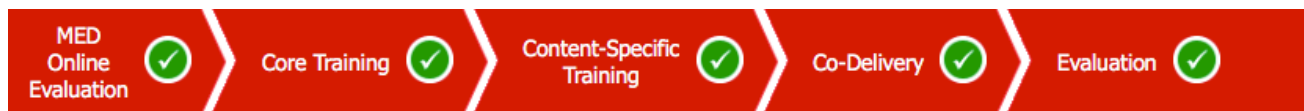
**Training:** The following training is required by all Coach Developers:

- **MED:** The cornerstone of NCCP. An online education module providing coaches with the information and knowledge of what to do when the going gets tough. The online assessment must also be completed.



- **Core Training:** Provides Coach Developers with the skills to perform their role. Consult the CAC web site for a [summary of core training for coach developers](#)
- **Content-specific Training (sport or multi-sport):** This includes micro-facilitation which gives Coach Developers an opportunity to practise delivery with their peers.
- **Co-delivery:** This is a chance for the new Coach Developer to practise with real coaches alongside an experienced Coach Developer.

### CERTIFIED:



**Certified:** In order to be certified the above ‘trained’ items are to be completed, with the addition of a formal evaluation.

- **Evaluation:** Evaluation confirms that the Coach Developer is capable of certain abilities which are deemed important in the training of coaches.

For more information on the pathways please ensure to visit the following website.

<http://www.coach.ca/coach-developer-training-s16933>.

*\*\*\* All Coach Developers also must ensure that they are in good standing with ACA annually. A member in good standing includes the following:*

- Completed a Sterling Backcheck, police background check
- Signed coach code of conduct
- Have paid annual dues
- Licensed annually with appropriate PD credits

### Learning Facilitators

Every CSC course or workshop is led by a trained Learning Facilitator (LF) who has undergone a standardized training process. LFs are crucial to the development of skilled, knowledgeable coaches who are then able to develop safer, happier athletes.

The goal of an LF is to effectively facilitate sessions that result in the development of coaches who can demonstrate their abilities and meet the standards established for



certification. An LF should have the appropriate knowledge, skills, and attitudes to facilitate workshops using the competency-based approach. In addition, they serve as contributing members of the community and ambassadors for the ACA, PTSOs and the NCCP

For more information please visit:

NCCP: <http://www.coach.ca/learning-facilitator-p156718>.

### *Selection of Learning Facilitators*

The success of Alpine and NCCP training rests to a large degree on the quality of the individuals selected as Learning Facilitators.

Selection of applicants for LF training and designation shall be made in consultation with the PTSO representative.

Learning Facilitators must possess the following traits:

- Good communicators: can speak clearly and communicate professionally;
- Good presenters: are comfortable presenting in front of a group, are well spoken, can keep presentations to time limits, and able to adapt to questions and changes;
- Good facilitators: can facilitate discussions, actively listen, evoke participation, and move discussions along when need be;
- Good organizers: are well prepared, organized, and professional;
- Good technical experts: have good knowledgeable of technical/tactical ski racing concepts
- Also: approachable, ethical, responsible, and self-confident.

### *Learning Facilitator Qualifications (levels)*

#### ENTRY LEVEL

Entry Level Learning Facilitators must be accredited as one of the following:

- Entry Level Advanced Certified
- Development Level Certified
- Performance Level Trained



- Level 3 or Level 4 Certified

Entry Level LF's should have 3 to 5 years of experience coaching at the U10 to U12 and above levels along with endorsement from ACA Coach Education, their respective PTSO and club.

### DEVELOPMENT LEVEL

Development Level Learning Facilitators must be accredited as one of the following:

- Development Level Advanced Certified
- Performance Level Certified
- Level 3 or Level 4 Certified

Development Level LF's should have 3 to 5 years of experience coaching at U14 to U16 and above levels along with endorsement from ACA Coach Education, their respective PTSO and club.

### PERFORMANCE LEVEL

Performance Level Learning Facilitators must be accredited as one of the following:

- Performance Level Certified
- Level 3 or Level 4 Certified

Performance Level LF's should have 3 to 5 years of experience coaching at U16 to U18 and above levels with preference given to candidates with provincial or national team experience. Endorsement from the NSO (ACA) is required to become a Performance Level LF.

Regardless of the LF qualification level, all facilitators (trained or certified) must complete the identified training.

Please refer to <http://www.coach.ca/learning-facilitator-p156718> for the detailed information in regards to the modules / elements required.

For certification, evaluation must occur and the following elements are factors of evaluation.

- Learning Facilitators should be evaluated within 12 months of co-facilitation.



- Learning Facilitators will be evaluated in person.
- Learning Facilitators will be evaluated against the CAC Learning Facilitator Outcomes, Criteria, and Evidence of Achievement.

## **Coach Evaluators**

A Coach Evaluator's (CE) role is to contribute to the development of coaches after they have acquired their NCCP training. This includes assessment, evaluation, debriefing, and follow-up with coaches trying to achieve Certified status. CEs are experts in the observation process and have in-depth knowledge of the outcomes, criteria, and evidences that comprise the evaluation tools that establish NCCP standards for coaches of a sport context.

CEs act as ambassadors for Alpine and the NCCP and as a resource to coaches seeking to augment and validate their coaching abilities.

A Coach Evaluator's role is to contribute to the development of coaches after they have acquired their NCCP training. This includes assessment, evaluation, debriefing, and follow-up with coaches trying to achieve Certified status. Coach Evaluators are experts in the observation process and have in-depth knowledge of the outcomes, criteria, and evidence that comprise the evaluation tools that establish NCCP standards for coaches of a sport context.

Coach Evaluators act as a resource to coaches seeking to augment and validate their coaching abilities.

### *Selection of Coach Evaluators*

The success of any evaluation program rests to a large degree on the quality of the individuals selected as Coach Evaluators. It is critical that quality control be exerted when appointing someone as a Coach Evaluator, as not everyone possesses the experience, skills, or attitudes to be effective in this position.

Applicants for Coach Evaluator training and designation will be selected in consultation between ACA and the appropriate PTSO.



Coach Evaluators must possess the following:

- A thorough understanding of the ACA evaluator guidelines document in the relevant context
- Completed all context relevant training as an evaluator as described in the NCCP pathway
- A minimum of 3 years of coaching experience in the context in which evaluation takes place;
- Successfully completed the NCCP Make Ethical Decisions on line evaluation requirements;
- Credibility with their peers;
- High ethical standards and leadership skills;
- A desire to see the coach certification system as well as the sport grow;
- Time and energy to commit to the evaluation process;
- Proven guiding and facilitation skills;
- The ability to be critically reflective and ask questions
- The ability to listen actively to the candidate.
- In good standing with ACA Coach Education

*Coach Evaluator Qualifications (levels)*

### ENTRY LEVEL

Entry Level Coach Evaluators must be accredited as one of the following:

- Entry Level Advanced Certified
- Development Level Trained
- Performance Level Trained
- Level 3 or Level 4 Certified

Entry Level CE's should have 3 to 5 years of experience coaching at the U10 to U12 and above levels along with endorsement from ACA Coach Education, their respective PTSO and club.



## DEVELOPMENT LEVEL

Development Level Coach Evaluators must be accredited as one of the following:

- Development Level Advanced Certified
- Performance Level Certified
- Level 3 or Level 4 Certified

Development Level CE's should have 3 to 5 years of experience coaching at U14 to U16 and above levels along with endorsement from ACA Coach Education, their respective PTSO and club.

## PERFORMANCE LEVEL

Performance Level Coach Evaluators must be accredited as one of the following:

- Performance Level Certified
- Level 3 or Level 4 Certified

Performance Level CE's should have 3 to 5 years of experience coaching at U16 to U18 and above levels with preference given to candidates with provincial or national team experience. Endorsement from the NSO (ACA) is required to become a Performance Level CE.

Regardless of the CE qualification level, all evaluators (trained or certified) must complete the identified training.

Please refer to <http://www.coach.ca/coach-evaluator-p156721> for the detailed information in regards to the modules / elements required.

For certification, evaluation must occur and coach evaluators must be re-certified at minimum every 5-years.

## **Master Coach Developer**

The role of the Master Coach Developer (MCD) is to train, to evaluate, to support, and to mentor Coach Developers, i.e. Learning Facilitators (LFs), Coach Evaluators (CEs), and other MCDs. In addition, MCDs play a key role in promoting the NCCP.





Master Coach Developers must possess adequate knowledge and expertise in facilitation to assist in training Coach Developers and to lead workshops and professional development experiences for Coach Developers.

It is expected that Master Coach Developers will have more responsibility in a supportive role with Coach Developers during workshops, evaluations, and in Coach Developer development. MCDs should be willing and able to lend support to Coach Developers, program administrators, and delivery host agencies.

### *Selection of Master Coach Developers*

Application to become an MCD is to be made directly to the Director, Domestic Sport with ACA. Applicants will be selected in consultation with the appropriate PTSO Coach Education lead.

Master Coach Developers must possess the following:

- Have five years of experience or more as an LF;
- Have successfully completed the NCCP Make Ethical Decisions online evaluation;
- Are trained or educated in an area related to coaching or coach education;
- Have relevant coaching experience in Alpine ski.
- Expert technical and tactical knowledge of ski racing
- Knowledge and understanding in the NCCP coach developer pathway
- Contextual understanding and knowledge in athlete skill development and growth and development
- Experienced in training and instructional methods in an adult education environment
- Successful completion of the NCCP Making Ethical Decisions on line evaluation
- Successful completion of the MCD training sessions
- Demonstrable skill in the NCCP core competencies: leading, valuing, interacting, problem solving, critical thinking



- Must be have completed all NCCP requirements in the Coach Developer pathway

### *Master Coach Developers Qualifications (levels)*

Master Coach Developers MUST be certified facilitators and evaluators in order to qualify to be an MCD.

### ENTRY LEVEL

Entry Level Master Coach Developers must be accredited as one of the following:

- Entry Level Advanced Certified
- Development Level Certified
- Performance Level Trained
- Level 3 or Level 4 Certified

Entry Level MCD's should have 3 to 5 years of experience coaching at the U10 to U12 and above levels along with endorsement from ACA Coach Education, their respective PTSO and club.

### DEVELOPMENT LEVEL

Development Level Master Coach Developers must be accredited as one of the following:

- Development Level Advanced Certified
- Performance Level Certified
- Level 3 or Level 4 Certified

Development Level MCD's should have 3 to 5 years of experience coaching at U14 to U16 and above levels along with endorsement from ACA Coach Education, their respective PTSO and club.

### PERFORMANCE LEVEL

Performance Level Master Coach Developers must be accredited as one of the following:

- Performance Level Certified



- Level 3 or Level 4 Certified

Performance Level MCD's should have 3 to 5 years of experience coaching at U16 to U18 and above levels with preference given to candidates with provincial or national team experience. Endorsement from the NSO (ACA) is required to become a Performance Level CE.

Regardless of the MCD qualification level, all Master Coach Developers must complete the identified training.

Please refer to <http://www.coach.ca/master-coach-developer-p156720> for the detailed information in regards to the modules / elements required.

All MCD's must attend a yearly update to maintain their MCD status.

### **Accreditation Status**

Upon gaining either trained or certified status within the Coach Education, Coach Developer pathway, LF's, CE's and MCD's MUST conduct, at minimum, one (1) course every two (2) years in order to maintain their active status. Failure to meet ongoing accreditation standards will result in the removal of LF, CE or MCD status from the coach profile.