
3.7.1. THE PATHWAY TO BECOME A COACH DEVELOPER

The pathway to become a Coach Developer involves the following steps:



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

- **Core Training:** Provides Coach Developers with the skills to perform their role.
- **Content-specific Training:** 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.

Once a Coach Developer has completed the above training components, they are considered “**TRAINED**”.

* During the Co-delivery, the new Coach Developer is not allowed to have his own group.

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

Once a Coach Developer has been evaluated, they are considered “**CERTIFIED**”.

3.7.2. IDENTIFICATION AND SELECTION OF COACH DEVELOPERS

Master Coach Developers (MCDs), PTSOs, and ACA can identify Coach Developer candidates.

ACA balances the regional training requirements with the need to have appropriate representation of all Provinces in Canada. Many candidates are coaches who are already involved in the NCCP and may have backgrounds in physical education, kinesiology, or similar areas of study. The competencies of the Coach Developers are clearly indicated below.

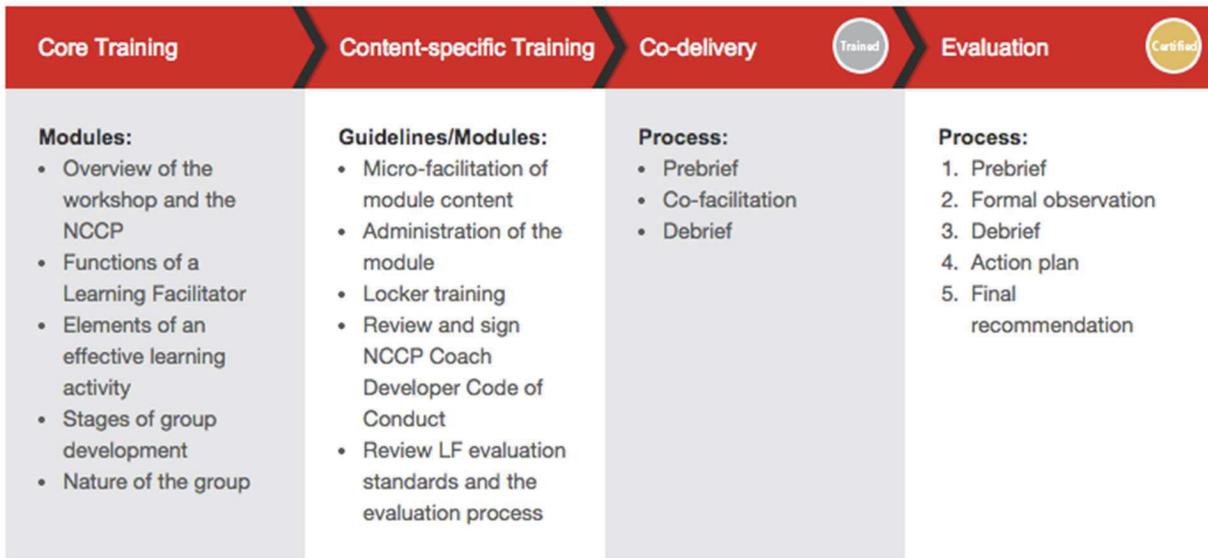
3.8. LEARNING FACILITATORS

Every NCCP and Alpine course 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/participants.

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 courses using the competency-based approach. In addition, they serve as contributing members of the community and ambassadors for the Alpine and the NCCP.

3.8.1 HOW TO BECOME A LEARNING FACILITATOR

All Learning Facilitators must complete the following steps:



3.8.2. SELECTING LEARNING FACILITATORS

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

3.8.3. RECOMMENDED QUALITIES FOR ACA LEARNING FACILITATORS

- **Good Communicators:** Can speak clearly and communicate professionally.
- **Good Presenters:** Comfortable presenting in front of a group, well spoken, able to keep presentations within time limits, and adaptable to questions and changes.
- **Good Facilitators:** Can facilitate discussions, actively listen, evoke participation, and move discussions along when needed.
- **Good Organizers:** Well-prepared, organized, and professional.
- **Good Technical Experts:** Knowledgeable in technical/tactical ski racing concepts.
- **Approachable, Ethical, Responsible, and Self-Confident.**

Course Delivery:

- Each course needs to be learner centred.
- Facilitators should follow the course guide and not promote their own ideas.
- Content-specific training should include all highlighted parts (approx. 8 hours).

Characteristics of Effective Facilitators:

- Coaching experience in the relevant context.
- Teaching and facilitation experience in an adult education environment.
- Thorough understanding of the new NCCP structure.

- Ability to apply principles of adult learning in facilitating the course.
- Subject matter expertise in the various modules presented.
- Ability to articulate and apply content, reference materials, and the learning process to achieve learning outcomes.
- Ability to relate to coaches through sound facilitation interventions, reflection, and feedback.
- Effective communication and presentation skills, including listening, clarifying, reflecting, questioning, reviewing, and debriefing.
- Ability to engage learners and value diverse perspectives, opinions, and ideas.
- Models behaviours consistent with the ACA Code of Ethics.
- Works as a team member with other LFs and program administrators to assist with ongoing program development.
- Demonstrates professionalism as a coach educator.

Qualifications for an Entry Level Facilitator:

- Holds a valid ACA-CSC license in Issued status.
- Development Level Certified status or Performance Level Trained status.
- Minimum 2 years of coaching experience in the context(s) they will facilitate (e.g., EL for 6-10 years old, Skier Essentials).
- Understanding of the competency-based NCCP structure.
- Recognized technical and coaching expertise.
- Desire to see the coach certification system grow.
- Proven guiding and facilitation skills.
- Has the attitude to be effective as a Learning Facilitator.
- Demonstrates professionalism as a coach educator.
- Models coaching behaviours consistent with the ACA Code of Ethics in values and philosophy.

Qualifications for a Development Level AND Performance Level Facilitator:

- Holds a valid ACA-CSC license in Issued status.
- Performance Level Certified status
- Minimum 4 years of coaching experience in the context(s):
 - DL: U14 or U16
 - PL: U16 and FIS
- DL: Has facilitated at least 7 Entry Level courses.
- PL: Has facilitated at least 4 Development Level courses.
- Understanding of the competency-based NCCP structure.
- Recognized technical and coaching expertise.
- Desire to see the coach certification system grow.
- Has been trained as a Mentor/Evaluator for EL/DL in the field evaluations.
- Proven guiding and facilitation skills.
- Has the attitude to be effective as a Learning Facilitator.
- Demonstrates professionalism as a coach educator, models coaching behaviors consistent with the ACA Code of Ethics in values and philosophy.

ACA can approve an insert for a coach who has worked for more than 5 years with the National Team to become a LF for DL or PL without having facilitated EL or DL courses. They will still be required to complete the Core Training, Content-specific Training and Co-delivery components.

SX Module Learning Facilitator

Qualifications for a SX Learning Facilitator (one of the following):

- Performance Level Trained

SX Learning Facilitator Accreditation:

- A SX LF should have 3 to 5 years of experience coaching at U16 to U18 and above levels with preference given to candidates having provincial or national team experience.
- A minimum of experience as a coach or as an athlete in SX is recommended
- DL Learning Facilitator
- Endorsement from the NSO (ACA) is required to become a SX LF

Speed Module Learning Facilitator

Qualifications for a Speed Module Learning Facilitator:

- Performance Level Trained

Speed Module Learning Facilitator Accreditation:

- A Performance Level LF should have 3 to 5 years of experience coaching at U16 to U18 and above levels with preference given to candidates having provincial or national team experience.
- Documented experience as a coach in a leadership role on a speed track is mandatory.
- DL Learning Facilitator.
- Endorsement from the NSO (ACA) and PTSO is required to become a Speed LF.

3.8.4. CORE TRAINING

Core Training for Learning Facilitators is a mandatory component of training for LFs. It is mandatory that NCCP Core Training is completed prior to participating in the Content-specific Training.

Core Training can be accessed through the PTCR in each province or territory.

Learning Facilitators must complete the Make Ethical Decisions online evaluation prior to the Core Training.

3.8.5. ALPINE CONTENT-SPECIFIC TRAINING

Content-specific Training is a mandatory component of training for Learning Facilitators. Content-specific Training will include a micro-facilitation component of the content that will be delivered.

All Learning Facilitators must sign the Coach Developer Policy & Agreement (Appendix 5).

Content-specific Training will also include 1-2 days of training (at least 4 hours per training), depending on the Alpine course, to prepare LFs for the course content they will deliver, as indicated on the Coach Developer Policy & Agreement (Appendix 5).

ACA provides Content-specific Training for Learning Facilitators, delivered by the PTSOs.

3.8.6. CO-DELIVERY

All Learning Facilitators must co-facilitate a course with an experienced Coach Developer prior to facilitating a course on their own. It is not possible to have a group alone if you did not complete the Co-delivery.

Co-delivery should occur within the first season of Content-specific Training, without which the course-specific training will need to be taken again.

Co-delivery is part of training and therefore the Learning Facilitator candidate being trained will be paid \$175 per day, expenses are to be covered by the PTSO.

A Learning Facilitator candidate may be required to co-facilitate a course a few times before facilitating a course on their own.

3.8.7. EVALUATION

All Learning Facilitators must be evaluated to become Certified Learning Facilitators.

Learning Facilitators should be audited within 2 years of co-delivery. LF official evaluation is strongly recommended.

Learning Facilitators will be evaluated in person (at least 4 hours).

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

3.9. COACH EVALUATORS

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 the 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 particular sport context.

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

3.9.1. HOW TO BECOME A COACH EVALUATOR

All Coach Evaluators must complete the following steps:



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 is 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 and trained by the PTSO. A club can propose a candidate to the PTSO.

It is recommended that Coach Evaluators have the following:

- A minimum of 3 years of coaching experience in the context in which evaluation takes place
- Successfully completed the NCCP Make Ethical Decisions online evaluation requirements
- EL: require DL Certified or PL Trained minimum (no need to complete the Co-delivery and Evaluation components to become an Evaluator)
- DL: require PL Trained minimum
- PL: PL Certified minimum
- 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
- Although desirable, it is not critical that the Coach Evaluator has a higher position and significantly greater coaching experience than the candidate
- It is also recommended that Coach Evaluators have the following Alpine experience, background, and abilities:
 - Possess a thorough understanding of the ACA Evaluator Guidelines document in the relevant context
 - Have completed all context relevant training as an Evaluator as described in the NCCP Coach Evaluator Pathway

3.9.3. CORE TRAINING

Core Training for Coach Evaluators is a mandatory component of training for Coach Evaluators. It is recommended that Core Training be completed prior to taking the Content-specific Training.

All Coach Evaluators must complete the NCCP Make Ethical Decisions online evaluation.

3.9.4. CONTENT-SPECIFIC TRAINING

Content-specific Training is a mandatory component of training for Coach Evaluators. Content-specific Training will include a micro-evaluation component, using sport-specific evaluation tools.

Content-specific Training will also include:

- Content-specific Training is a 4.5-hour training session to prepare Coach Evaluators for the tools they will use when evaluating.
- Both ACA and PTSOs provide the Content-specific Training for Evaluators.
- If the content changes, a Content-specific Training must be redone.

3.9.5. CO-DELIVERY

All Coach Evaluators must co-deliver with an experienced Coach Developer prior to performing an evaluation on their own for a DL and PL evaluation.

Co-delivery should occur within 2 years of Content-specific Training.

A Coach Evaluator candidate may be required to perform co-delivery a few times before performing an evaluation on their own.

3.9.6. EVALUATION

All Coach Evaluators must be evaluated to become a Certified Coach Evaluator.

Once evaluated, they are a Coach Evaluator for life.

3.10. MASTER COACH DEVELOPERS

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, NSO and PTSO organization.

Master Coach Developers must possess adequate knowledge and expertise in facilitation to assist in training Coach Developers and to lead courses 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 courses, evaluations, and in Coach Developer development. MCDs should be willing and able to lend support to Coach Developers, program administrators, and delivery host agencies.

3.10.1. HOW TO BECOME A MASTER COACH DEVELOPER

All Master Coach Developers must complete the following steps:



3.10.2. SELECTING MASTER COACH DEVELOPERS

Applications for MCD training and designation shall be made to ACA Senior Manager, Coach Education and Development. Applicants will be selected in consultation with the appropriate PTSOs.

MCDs must possess the following:

- Have five years of experience or more as a LF (at least 20 courses delivered)
- Have successfully completed the NCCP Make Ethical Decisions online evaluation
- Are trained or educated in an area related to coaching or coach education

- Have been an active coach with a group of athletes for more than 10 years in alpine skiing.

Master Coach Developers MUST be Certified LFs and CEs to qualify for MCD status.

ENTRY LEVEL Master Coach Developers must be accredited as one of the following:

- Development Level Certified
- Performance Level Trained
- Level 3 or Level 4 Certified (old system)
- Entry Level MCDs should have more than 5 years of experience coaching U10 to U12 ages groups and above, and be endorsed by ACA Coach Education, their respective PTSO and club.

DEVELOPMENT LEVEL Master Coach Developers must be accredited as one of the following:

- Development Level Certified Advanced
- Performance Level Certified
- Level 3 or Level 4 Certified (old system)
- Development Level MCDs should have more than 5 years of experience coaching U14 to U16 age groups and above, and be endorsed by ACA Coach Education, their respective PTSO and club.

PERFORMANCE LEVEL Master Coach Developers must be accredited as one of the following:

- Performance Level Certified
- Level 3 or Level 4 Certified
- Performance Level MCDs should have 3 to 5 years of experience coaching U16 to U18 age groups and above, with preference given to candidates having provincial or national team experience.

Endorsement from the NSO (ACA) is required to become a Performance Level MCD. 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 detailed information regarding the modules and components required.

All MCDs must attend an annual update to maintain their MCD status. After gaining either Trained or Certified status within the Coach Education Coach Developer pathway, LFs, CEs and MCDs MUST conduct, at minimum, one (1) course every two (2) years 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.

- The duties of a MCD include:
 - Helping with the selection of LFs and CEs
 - Training LFs and CEs
 - Evaluating LFs and CEs
 - Mentoring LFs and CEs

It is recommended that Master Coach Developers have the following sport-specific experience, background, and abilities:

- 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 Make Ethical Decisions online evaluation
- Successful completion of the MCD training sessions
- Demonstrable skill in the NCCP core competencies: leading, valuing, interacting, problem solving, critical thinking
- Must have completed all NCCP requirements in the Coach Developer pathway
- Core Training

- Core Training for MCDs is a mandatory component of training. It is highly recommended that MCDs also take Core Training for Learning Facilitators and Core Training for Coach Evaluators.
- It is recommended that all Core Training be completed prior to taking the Content-specific Training.
- Core Training can be accessed through the PTCR in each province or territory.

3.10.3. MCDS CORE TRAINING (NCCP MODULES)

- Core Training for Learning Facilitators
- Core Training for Coach Evaluators
- Core Training for Master Coach Developers

3.10.4. MCDS CONTENT-SPECIFIC TRAINING

Content-specific Training is a mandatory component of training for Master Coach Developers. Content-specific Training will include a micro-facilitation component of the content that will be delivered.

Content-specific Training will also include:

- Content-specific Training is a 2 or 3-day training course to prepare Master Coach Developers for the content they will deliver.

For more information about MCD training and certification, contact ACA Domestic Department.

3.10.5. MCDS CO-DELIVERY

Process with another MCDs

- Prebrief
- Co-facilitation
- Debrief

3.10.6. MCDS EVALUATION

All Master Coach Developers must be evaluated to become a Certified Master Coach Developer.

All Master Coach Developers should be evaluated at least every 5 years

All Master Coach Developers must complete the NCCP Make Ethical Decisions online evaluation.

All Master Coach Developers shall attend in person a training course every (3) years

All Master Coach Developers shall attend an annual update to maintain their MCD status