



Club Coach Challenge Process

Competency Based Evaluation:

- The Evaluation model now used by the Coaching Association of Canada is around competency based assessment. Therefore if you feel you possess all the knowledge, skills, and attributes at the Club Coach level, you may challenge the course and go straight to an evaluation process.
- Please note that this process is the same cost as taking the course and being evaluated since the evaluator will need extra consultation time.
- The fees for this Club Coach Challenge process all go towards paying the evaluator (who receives a flat fee). The typical club coach challenge process usually takes the evaluator about 10 hours (6 for portfolio, 2 for the practice observation, and 2 for the competition evaluation).
- **If at any point during the evaluation process, the evaluator assigned to you feels that this process may take longer than the allotted time, you may be asked to take the Club Coach course before continuing with the evaluation process.**

Course Context:

In order for you to successfully complete the assignments and evaluation process for Club Coach, it is essential that you are currently coaching an athlete that is just starting the competitive experience. The Club Coach Context includes:

- Coaching is seasonal, 12-24 weeks a year and 3-5 sessions a week
- Athletes have a foundation in Athletics or come from multisport environment
- Developing athletics skills in an event group and often coaching athletes in the High School environment (ages 15-17)

Event Group Specification:

- This course is split into Event Groups – you must choose either Endurance, Jumps, Para, Sprints/Hurdles, or Throws.

Registration Process:

- 1. Register with the Coaching Association of Canada (CAC)** in their National Coaching Certification (NCCP) Database (called the Locker). This is where all the sports record their coaching courses and allows coaches from across Canada to track their progress and guide their professional development. This is your professional coaching profile or account and it is very important that all your information is registered and kept up to date.
 - a) If this is your first coaching course (in any sport) you will need to go to the following link and register with Coaching Association of Canada <https://thelocker.coach.ca/Account/Register>. You will be assigned an NCCP number, please write it down for future reference.
 - b) If you have taken an NCCP course before (in any sport, even 35 years ago!) you should be able look up your NCCP # (also called a CC #). Follow this link <https://nccp.coach.ca/Account/Login> and click the look up my CC# link. Please update your profile and remember your NCCP number for future reference.
- 2. Register as a Coach with Athletics Canada on their NCCP Website.**
 - Go to <http://nccp.athletics.ca/> and click the “register now” link.
 - This website is also where you will upload your information for the evaluation process and register for any professional development opportunities.
- 3. Complete the Pre-Clinic readings on the Athletics Canada NCCP website.** This **may take about 1 hour** but does not have to be completed all at once (you can save it and log back in at a later date).
 - To start the online components you go to the Status link on the top of the page.
 - Scroll down to find the appropriate Club Coach box (your event group specialization) and click on the Begin link for the Club Coach readings on LTAD, Nutrition, NCCP, and Para-Training.

4. Request a Club Coach Challenge.

- You need to email the [Coaching Education Coordinator](#) at BC Athletics and request a Club Coach Challenge. In this email you must include the following information and rationale:
 - Your name, phone number, NCCP number, and previous coaching courses/education
 - Your previous experiences as a Track and Field athlete (if applicable)
 - Name of your club and/or a detailed description of the athletes you are currently coaching
 - List of accomplishments or performance standards that your athletes have achieved
 - Name of a coach whom you have been working with for at least 1 year. This coach will be used as a reference and called to verify your competencies in the following areas:
 - Seasonal Planning (Loading, Competitions, Training Phases, Athletic Abilities, Mental Prep)
 - Details of your current Training Phases (General Prep, Specific, Competition, Transition/Recovery, and Tapering/Peaking)
 - Long Term Athlete Development knowledge and application
 - Managing a Sport Program (communication, behavior/commitment expectations, logistics, parent communication, and athlete debriefing)
 - Name(s) of coaches that you would be willing to work with or use as mentors through the process of uploading your portfolio

5. Register Online for the Club Coach Portfolio/Evaluation.

- Once you have been approved by BC Athletics, you will be given credit for the Club Coach Course and will be able to click on "Register" to register online for the Club Coach Portfolio. Ensure you are choosing the Club Coach Challenge option and you will need a credit card for payment.

Additional Requirements:

Club Coach candidates also have to take one Multi-Sport Module from the Coaching Association of Canada. This is mandated and must be taken by coaches of all sports. Please note that these courses will be an additional cost and online (home study) options are available.

- Make Ethical Decisions – Competition Introduction (Course – 3 hrs, Online Evaluation - 30-40min)* In some cases you may challenge the MED course and go straight to the online evaluation. To check and see if that option is available for you – click on the eLearning link in the top right corner in your CAC Locker.
- To register for Make Ethical Decisions click on the [eLearning link](#) in your CAC profile and double check you are registering for the Competition Introduction course and/or Evaluation.
- For more information on the Make Ethical Decisions courses (as they apply to all sports) see <http://www.coach.ca/www.coach.ca/-p138238>.

Challenge/Evaluation Process:

Once you have completed the pre-course online component you will be eligible to start the Challenge/Evaluation Process. The steps are as follows:

- Evaluation Portfolio – uploading documents that include Emergency Action Plan, and General Overview of your coaching context, Seasonal Plan, Practice Plans (from 5 phases of training), and Managing a Sport Program
- Practice Observation – General, Technical, and Video analysis
- Competition Observation – General, Warm Up, Competition, and Athlete Debrief

Links to further information about the Club Coach Challenge Process and the other courses offered by Athletics Canada can be found on the AC NCCP website <http://nccp.athletics.ca/>. If you have any questions please feel free to contact me by phone or email.

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Please note that I am only in the office on Thurs afternoons.

Approx. Cost of Club Coach Challenge

Course Component:	Approx. Fee (as of 2014)
Make Ethical Decisions	\$65
Challenge Evaluation Process	\$350
Total Certification Fee:	\$415

* For BC Athletics Members