



NEW –National Coaching Certification Program (NCCP)  
Coaches Communiqué  
(last revised Sept 21, 2006)

1. Background

**What is different in the new National Coaching Certification Program (NCCP)?**

The NCCP is currently undergoing a transition to a competency-based approach in which a coach is trained and may achieve certification to coach a specific type of participant in a particular coaching environment. The model places more emphasis on Long Term athlete development principles and puts on ensuring that coaches can demonstrate and carry out the skills and outcomes with evaluation being observed or demonstrated or in other words demonstrate the necessary “competencies”.

The design of the new NCCP reflects the different coaches (“coaching stream”) in the Canadian sport system and the specific environments (“coaching contexts”) they work in. Each sport will determine which streams and contexts apply to its coaching development system. The abilities deemed important to coach in a given context determine the scope of the training required.

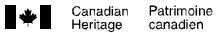
The new NCCP makes a distinction between coach training and coach certification, and those who need training will have opportunities to acquire or refine the skills, knowledge, and attitudes deemed important to coach in a particular context. Coaches who want to be certified will be required to demonstrate their ability to achieve the requirements identified for their coaching context in areas such as program design, practice planning, performance analysis, program management, ethical coaching, support to participants during training, and support to participants during competition.

**The Speed Skating Context:** The Speed Skating Canada Coaching Development Committee has worked hard over the last two years to develop the FUNdamental and Introduction to Competition Competency Based Evaluation and training contexts. These contexts represent the new National Coaching Certification Program for Speed skating for what was previously know as Level 1 and Level 2 certification. The new NCCP materials integrate both the previous Technical (sport specific) and Theory (non sport specific) components of the previous NCCP structure. As of April 1, 2006, what was previously known as technical I or II courses will no longer to be offered by any branches of Speed skating Canada. The FUNdamentals and Introduction to competition modules have not been developed and are available for Branches to offer to their prospective coaches by Learning Facilitators from each of the Branches who have been trained by Speed Skating Canada.

The coach training and certification for Levels 3, 4 and 5 coaches will remain as per the previous NCCP model until it can be reviewed further by the Coaching Development and High Performance committees some time in the future.

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## 2. Course Delivery and Evaluation model

**Master Learning Facilitators (previously known as Master Course conductors):** In general terms, Master Learning Facilitators (MLF) are responsible to:

- exercising quality control of the learning delivery and evaluation process for Speed Skating Canada by monitoring and evaluating LF course feedback.
- support, and mentor Learning Facilitators. (It is expected that Master Learning Facilitators will have more responsibility in a supportive role with LF's during workshops and in LF development. Master Learning Facilitators should be willing and able to lend support to LF's and program administrators).
- observe and evaluate LF's in workshop settings.
- act as a focal point for the SSC Coaching Committee for revisions and additional support resources that are required to support delivery and providing feedback to the SSC Coaching Committee
- deliver training to additional new Learning Facilitators.

Although the MLF will deliver courses and conduct evaluation of coaches, this will not be their primary responsibility.

The MLFs should possess adequate knowledge and expertise in facilitation to both assist in training LF's and lead professional development experiences for LF's.

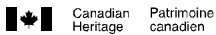
SSC will cover the cost of keeping MLFs current and certifying new MLFs through workshops and events such as the bi-annual Coaches Symposium

**Learning Facilitators (previously known as course conductors):** The primary role of the Learning Facilitator (LF) will be to deliver the Fundamentals and Introduction to competition courses. The LFs will most likely carry out most of the evaluations and if capacity is a problem, additional Evaluators may be trained.

In conjunction with the bi-annual Coaching Symposium, branches would be able to put names forward of individuals to certify as MLFs based on their course delivery records and other criteria that we have not yet established.

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**NCCP Evaluators:** In order to be able to implement the new NCCP evaluation process in a geographically dispersed environment, it may be practical for a Branch to also qualify several experienced coaches as evaluators. In order to be an evaluator you must possess the desired characteristics listed below and have :

- Successfully completed the NCCP Make Ethical Decisions training and evaluation
- Completed training in the new NCCP for the context they are to evaluate (FUNdamentals and/or Introduction to Competition)

Desireable characteristics sought in evaluators

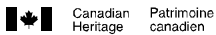
- Credibility with peers in speed skating;
- High ethical standards and leadership skills;
- Recognized technical and coaching expertise;
- Recognized coaching experience;
- A desire to see the coaching system grow;
- A commitment of time to the evaluation process;
- The ability to be critically reflective and ask questions;
- The ability to listen to the candidate.
- Greater coaching experience than the candidate.

Evaluators should aim to ensure that they:

- Are thoroughly familiar with the policies and procedures that are in place within the sport for coach certification and coach evaluation;
- Are thoroughly familiar with the criteria, evidence and standards required for a coach to successfully complete the evaluation in the outcomes;
- Have a consistent judgment when asked to evaluate a variety of coaching situations or products;
- Are efficient at using the tools required for evaluation;
- Can effectively implement and facilitate on-site coach observation, including the debriefing;
- Are thoroughly familiar with the administrative procedures that are necessary to update the coach evaluation records in the CAC database

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### 3. Coaching Certification:

#### The Transition for Existing Coaches to the new NCCP model:

Coaches will need to be fully certified, including theory, technical and practical, to be considered for direct transition into the new system. The process for transition allows those coaches who have already taken courses to be recognized.

**FUNDamental (previously known as Level 1)** – Coaches must have completed and have credit for full level I including theory, technical and practical. Coaches will also be required to complete the on-line Ethics evaluation. Following the completion of the on-line Ethics evaluation coaches will have 3 years to complete their first professional development.

**Introduction to Competition (previously known as level 2)** – Coaches must have completed and have credit for full level I and II including theory, technical and practical. Coaches will also be required to complete the on-line Ethics evaluation. Following the completion of the on-line Ethics evaluation coaches will have 3 years to complete their first professional development.

*Note: Only those coaches who have completed the above requirements will be considered for an automatic transition to receive the equivalency in the new program. Coaches will have a three year timeline to complete the on-line Ethics evaluation...the deadline for this is 01 January 2009. Coaches are not provided a transition credit until this is completed. SSC strongly recommends coaches participate in the Ethics workshop or take the self-study course prior to attempting the on-line evaluation. Further details pertaining to the on-line ethics evaluation can be obtained by consulting the Coaching Association of Canada website at:  
<http://nccpeval.coach.ca/production/med/e/index.asp?Language=English>.*

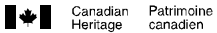
#### Continued Professional development:

Another pillar of the new NCCP is a recognition that coaching methods and techniques change over time and it is important for coaches to continue to refine their art after they are certified. All coaches are expected to participate in a recognized professional development at least once every three years in order to maintain certification. I.e. If a coach received certification on 01 August 2007, they have until 31 December 2010 to complete a professional development activity. The Coaching Development Committee will be identifying, but not limiting various opportunities for professional development.

Examples of such development could be things such as attending coaching seminars or symposiums, being mentored or taking courses.

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### Course Pre-Requisites:

No pre-requisites are required for coaches entering at the FUNdamental level.

Coaches entering at the Introduction to Competition level must complete the On-Line Ethics Evaluation as a minimum.

### Age Requirements:

All coaches taking any NCCP courses must be a minimum age of 16 years. Those younger will not receive course credit, and will not be recognized by CAC or SSC as certified coaches.

### Direct to Evaluation option (or "Challenge" Process):

The new NCCP program separates the coach training from the coaching certification process. The new program therefore offers coaches an opportunity to "challenge" course material and obtain credit for a level without actually taking the course. The following process has been identified for coaches wishing to challenge a level:


- Coaches are required to pay the branch the entire course fee;
- Branch will provide coach with all course materials;
- Branch will place the coach in contact with a Master Learning Facilitator Branch will provide coach an evaluation package;
- Coach must complete all components of the evaluation profile and submit to the Master Learning Facilitator for evaluation.
- Only Master Learning Facilitators may evaluate individuals taking the direct to evaluation option "challenging".

If a coach is not successful in his/her challenge, they will be required to take the course in its entirety, and will have to pay a re-evaluation fee. At this time they can be evaluated by any recognized evaluator.

### 4. Additional Documents and Reference material

- SSC's - Learning Facilitators Guide
- *NCCP Learning Facilitator Training and Evaluation Task Force Report, CAC*
- *Introduction and Objectives of Training – Phil Morgan, MLF. Ontario*
- *Coaching Association of Canada – [www.coach.ca](http://www.coach.ca)*

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