

COACHING CERTIFICATION POLICY

Purpose

- The purpose of this Policy is to outline the certification requirements for coaching ringette in Canada and to describe the various ringette coaching education programs developed and offered by Ringette Canada.

Minimum Coaching Requirements

- Ringette Canada's Minimum Coaching Requirements are as follows:

Division	Level	Qualified Female on the Bench		Position	Make Ethical Decisions (MED)	Community Sport Initiation (CSI)	Competition Introduction (CI)		Competition Development (CD) (Level 3 Certified)
		Trained	Certified		Certified	Trained	Trained	Certified	Certified
U9 U10	-	✓		All Coaches	✓	✓			
U12 U14	C & U12B	✓		All Coaches	✓	✓			
	A	✓		Head Coach	✓		☐		
				Assistant Coaches	✓		✓		
CIT	✓			✓					
U14	B	✓		All Coaches	✓		✓		
	AA	✓		Head Coach	✓			✓	
				Assistant Coaches	✓		✓		
				CIT	✓		✓		
U16 U19	C	✓		All Coaches	✓	✓			
	B	✓		All Coaches	✓		✓		
	A		✓	All Coaches	✓			✓	
				CIT	✓		✓		
	AA		✓	All Coaches	✓			✓	
Open	C, B, A			All Coaches	<i>There are no coaching requirements for Open division coaches. Coach requirements will be set by the Province.</i>				
U19 <i>Canada East / West National Team</i>	AAA		✓	All Coaches	✓				✓
U20 <i>Canada Winter Games</i>	AAA		✓	All Coaches	✓				✓
NRL	AA			All Coaches	✓			✓	
30+ <i>(Masters)</i>	All			All Coaches	✓				

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Application of this Policy

3. This Policy applies to all individuals wishing to engage in the role of a coach or instructor for the sport of ringette in Canada.

Objectives

4. The objectives of Ringette Canada's coaching certification program are:
 - a) Plan and develop all ringette coaching resource materials
 - b) Promote and align with the National Coaching Certification Program (NCCP)
 - c) Develop or enhance coaching programs and resources to improve the skill level of ringette participants

Coach Developers

5. NCCP Coach Developers include Master Learning Facilitators, Advanced Learning Facilitators, Learning Facilitators, Master Evaluators, Advanced Evaluators, and Coach Evaluators.
 - 5.1 There are two ways to become a Coach Developer candidate:
 - a) Master Learning Facilitators (MLFs) or Master Evaluators (MEs), Provincial/Territorial Sport Organizations (P/TSOs), and National Sport Organizations (NSOs) can identify Coach Developer candidates.
 - b) Individuals can nominate themselves through the coachingringette.ca website.

Master Learning Facilitator (MLF) and Master Evaluator (ME)

6. A MLF is a person trained or certified to train, mentor and evaluate Advanced Learning Facilitators (ALFs).
 - 6.1 **Selection** - Ringette Canada and the Coach Developer Team will approve MLF/ME candidates. To qualify for selection as a Coach Developer, an individual must be endorsed by his/her PSO, have successfully completed the online evaluation of Make Ethical Decisions, and successfully demonstrate his or her competency by completing the relevant role-specific pathway.
 - 6.3 **Duties and Responsibilities** - A MLF/ME will:
 - a) Commit for a minimum period of three (3) years;
 - b) Attend and engage in the Coach Developer Team annual activities as per the Yearly Activities Chart that can be found in the Coaching Operations Manual;
 - c) Train, evaluate, mentor and update ALFs;
 - d) Identify and recommend future potential MLFs; and
 - e) Meet annually, with the ALF and Coach Developer Team.
 - 6.3 **Honoraria** - The honoraria range for each level of Coach Developer is included in the Ringette Canada Coaching Operations Manual.

Advanced Learning Facilitators (ALFs)

7. An ALF is a person who trains, mentors and evaluates Learning Facilitators (LF) and Coach Evaluators (CE). The ALF facilitates sport-specific Coach Developer context training in the CSI and CI contexts. In conjunction with the PSO, he or she will also identify future potential LFs, CEs, and ALFs.
 - 7.1 **Selection** - Ringette Canada, the Coach Developer Team and the ALF candidate's Provincial Association will approve selection. To qualify for selection as an ALF, an individual must have successfully completed the online evaluation of Make Ethical Decisions AND successfully demonstrated his or her competency by completing the relevant role-specific pathway.
 - 7.2 **Duties and Responsibilities** - Advanced Learning Facilitators will:
 - a) Commit for a minimum period of three (3) years;

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- b) Meet the Maintenance of Certification requirements;
- c) Train, update, and evaluate LFs and CEs within their jurisdiction;
- d) Identify and recommend future potential LFs and CEs; and
- e) Meet annually, with the ALF and Coach Developer Team.

7.3 **Honoraria** - The honoraria fee schedule is outlined in the Ringette Canada Coaching Operations Manual.

Learning Facilitators (LF) and Coach Evaluators (CE)

8. A Learning Facilitator (LF) is a person certified to facilitate NCCP certification clinics.

8.1 **Selection** - Coaches interested in becoming a Learning Facilitator and/or Coach Evaluator will complete the Coach Developer application form on the coachingringette.ca website. The candidate's application will be reviewed. For selection to be approved, the PSO, the Coach Developer Team and the Ringette Canada Technical Director must approve the candidate.

8.2 **Eligibility Requirements** - Candidates wishing to become a Learning Facilitator and/or Coach Evaluator must meet the following minimum requirements:

- a) Achieving Certification in the Ringette CI or CD context or Trained status in the ringette CSI context; depending on the context the coach developer wishes to take a role in;
- b) A minimum of three (3) years of teaching and/or coaching experience in ringette; and
- c) Formal background in education and/or current involvement with training/education is recommended.

8.3 **Duties and Responsibilities** - Learning Facilitators and Coach Evaluators will:

- a) Commit for a minimum period of three (3) years;
- b) Meet the Maintenance of Certification requirements;
- c) Train, update, and evaluate coaches within their jurisdiction;
- d) Identify and recommend future potential Coach Developers;

8.4 **Honoraria** - The honoraria fee schedule is outlined in the Ringette Canada Coaching Operations Manual.

Equivalencies

9. Equivalencies have only been offered to fully-certified coaches from the "Levels" NCCP. Those that have not achieved full certification will be required to complete the requirements for the new NCCP contexts. There are no transfers or equivalencies offered for coaches for sport-specific training with NCCP training in other sports who wish to coach ringette. Coaches can receive equivalencies for training offered in the multi-sport environment.

Qualified Female on the Bench

10. All divisions and levels must have at least one fully qualified female coach (18 years old and older) on the bench. Open and Masters Divisions are exempt from this requirement.

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Qualified Bench Staff

11. Since Head Coaches and Assistant Coaches do not require the same qualifications in some divisions and levels, if an Assistant Coach is required to replace a Head Coach, the replacing coach must have the qualifications for a Head Coach in that division and level.

Coach-in-Training (CIT)

12. A Coach-in-Training:

- a) May help coach a team as part of the team's 5 person bench staff for teams at the U12, U14 (all levels), U16 and U19A levels as a coach-in-training. (1 per Team)
- b) CIT Coaches may NOT fill the qualified female on the bench requirement.
- c) There is a one season exemption for CIT under 18. The CITs MUST be certified in the year of their 18th birthday if they are coaching and it is required for the coaching division and level.

****CIT's are coaches trained in CI who may not yet be certified***

First Aid

13. At least one member of each team's bench staff must be fully trained in first aid.

Helmets

14. Starting in September 2016 all coaches and all on-ice helpers must wear helmets on the ice.

Rule of Two

15. Starting in September 2016 Ringette Canada will require that there will always be two screened and trained or certified coaches with an athlete, especially a minor athlete, when in a potentially vulnerable situation. At a minimum, there should always be a screened coach and another individual with any athlete in such a situation, ideally a minimum of one female coach. Except in medical emergencies, there will never be a single unscreened coach or adult alone with a minor athlete at any time.

Maintenance of Certification

16. All coaches and Coach Developers are required to continue their life-long professional development in their roles. Ringette Canada follows a 5 year cycle as set out by the CAC. The five year cycle begins on January 1st following the year of the coach's achievement of certification.

16.1 Coaches and Coach Developers are required to accumulate the following points:

Coaches:	Community Sport - Initiation: 10 points
	Competition - Introduction: 20 points
	Competition –Development: 30 points
Coach Developers:	(LFs, CEs, ALFs, MLFs): 20 points
<i>Maintenance of Certification points completed are eligible for all roles an individual may hold.</i>	

This Policy is subject to review at least once every year

Date of last review: January 2016

The publication of Ringette Canada policies will be in the English and French languages. In the case of conflicting interpretations, the English version will prevail.