

September 22, 2005

To: CCO Club Presidents
CC: CCO Board Members
District Coaching Development Coordinators
RE: Minimum Mandatory Coaching Qualifications & Continuation of CCO Support to Coaching Training for 2005-2006

1. Cross Country Canada (CCC) is implementing minimum mandatory training for all individuals coaching children in all CCC-affiliated clubs. After several years of development, implementation was launched last year with the commencement of coaching training under the new competency-based National Coaching Certification Program (NCCP). This is the program that was referred to last year as "CBET".
2. The Canadian sport system has been moving in this direction for many years. CCC identified the establishment of minimum mandatory coaching qualifications as one of the objectives of its current Strategic Plan (2002) and established January 31, 2006 as the target date for implementation. Cross Country Ontario (CCO) fully supports CCC in this direction and last season we led all other provincial divisions in the numbers of individuals trained under the new program. The CCC policy regarding minimum mandatory coaching qualifications reads:

CCC Policy: Minimum Mandatory Coaching Qualifications

Coaches must have completed the Introduction to Community Coaching workshop in order to supervise, instruct or coach ski activities for children six years of age and younger, or assist with the supervising instructing or coaching of ski activities for children six to sixteen years of age; and*
Coaches must have completed the Community Coaching workshop in order to supervise, instruct or coach ski activities for children six to sixteen years of age;*
or
Coaches must have completed the NCCP Level 1 Technical course in order to supervise, instruct or coach ski activities for children under the age of 16 years".*

* Please note that the *Introduction to Community Coaching workshop* and *Community Coaching workshop* refer to training delivered under the new competency-based NCCP, and that the old NCCP Level 1 Technical course is still considered a valid qualification for this purpose.

3. There are well-researched reasons behind the requirement for minimum training standards! For example, studies indicate that 25 hours of training can improve community coaching enough to significantly reduce the 70% dropout rate for children under 14 years of age. Competency-based training is all about providing a safe, enjoyable sport experience for children, with the aim that children will choose sport over less desirable activities as they get older; it is a pro-active approach to preventing drop out.
4. A major emerging emphasis of the Canadian sport system is safety and ethics training. These are important components in the Community Coaching levels of the new NCCP. Prior to this new competency-based approach, the coaching development system in our sport, especially at the introductory levels (Jackrabbits), was badly in need of renewal. The new programs and qualifications provide a needed opportunity to attract and train a new cadre of leaders in our sport, and to offer a professionally-developed training package as an encouragement to our volunteers.
5. It is important to be realistic and practical in implementing these minimum qualifications. We need to clearly

differentiate between coaches/assistant coaches and parent helpers. If individuals are teaching children to ski, they must have the training described in the policy. If they are just helping the group (serving hot chocolate, following behind the last skier in the group as they ski around a trail, helping to put on gloves and skis, etc), they do not require minimum training. We realize some may see a grey area here – we rely on your good judgment as responsible club executives to ensure the intent of the policy is achieved.

6. The 2006 CCC Liability Insurance Guidebook, to be issued shortly, spells out the Insurer's expectations pertaining to safety considerations, including the adherence to the policy on minimum mandatory coaching qualifications.
7. For this coming season CCO has not been able to access the Trillium funding that was so important last year. However, we have identified funding within CCO's budget that will provide substantial assistance to Districts and Clubs continuing the implementing of the new competency-based NCCP training: CCO will fund all Manuals, at an estimated cost of \$8,716. Districts and clubs will have fund other course costs, chiefly travel and honoraria. The Budget at Annex A provides the assumptions on which this costing was based, including the probable number and types of likely workshops by Districts, and the resultant costs for manuals and other.
8. Please refer any questions or requests for assistance to your District Coaching Development Coordinator.
9. I would like to take this opportunity to express my admiration for the way that Districts, Clubs, Patti Kitler and her team of District Coaching Development Coordinators, and Learning Facilitators pulled together last season and made great steps to implement the new NCCP coaching program across Ontario. We still have some way to go: the new NCCP will incorporate more levels, new volunteers continue to come on line, and we did not achieve 100% coverage last year. But we did amazingly well.
10. I look forward to what we will achieve in the coming season,

Regards,

Jim McCarthy
Chair, Cross Country Ontario

Coaching Development Budget 2005-06

This budget estimates the probable number and types of likely workshops by Districts, and includes provision for a pilot workshop for the competitive stream: CCI-LT (Competitive Coach Introduction-Learning to Train workshop). This course is two weekends long.

For further details regarding planned courses or any other information related to NCCP training, please consult your District Coaching Development Coordinator.

CCO's Investment	ICC	CC	CCI-LT	Total #
Inventory of Manuals	50	150	0	200
New manuals	90	100	65-80	270
CCO's cost for NCCP workshops for 2005-06	\$3,196	\$3,120	\$2,400	\$8,716.

Workshops	NCD		CCI LT Pilot	NOD		CCI/LT Pilot	SOD		LSSD		G L	
	ICC	CC		ICC	CC		ICC	CC	ICC	CC		
#of courses	2	5	1	1	5-7	1	3	6-8	2	1	5	1
Manuals (number)	40	50	20	20	70	10	60	80	40	20	50	15
Honorarium \$	400	2,000	800	200	2,800	800	600	3200	800	200	2,000	800
Transportation cost \$	70	\$150	\$360	\$300	\$300	\$180	\$150	\$150	\$180	\$150	\$150	\$150
Total course costs \$	470	2,150	1,160	500	3,100	980	750	3,350	980	350	2,150	800
District and club costs for NCCP workshops in 2005-06	\$3,780				\$4,580			\$5,080			\$3,300 + to fill ground transportal	

Suggested Honoraria for Learning Facilitators (LFs) are \$200 for an Introduction to Community Coach (ICC) course, and \$400 for a Community Coach (CC) or Competitive Coach Introduction (CCI) course.

Suggested travel costs are \$0.15 / km.