



HOCKEY CANADA

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MODULE: *Coaching Certification*



Minor Hockey Development Guide

Coaching Program

Coaching Certification

National Coaching Certification Program



History of the Program

The then Canadian Amateur Hockey Association first began delivering hockey coaching program clinics in 1972 with the inception of the NCCP. Before that time, various groups had offered other types of hockey coaching courses across the country. The NCCP represented a combined effort on the part of the twelve branches and the newly formed Hockey Development Council of the CAHA to develop a national program that would be available to all hockey coaches across Canada.

In 1979 the CAHA conducted an evaluation of the program. Although the results of this evaluation were primarily positive, coaches did express a desire to have the program content directed more specifically to their needs. While the NCCP had originally been designed to provide an educational program for hockey coaches at all levels, it was apparent that one program could not adequately address the diverse needs of all coaches. It was time to structure parallel programs for coaches in the various streams (Initiation, Recreational, Competitive and Program of Excellence) hockey.

In 1982, the CAHA embarked on a revision of the NCCP. At the same time, it was recognized by the CAHA that this would be an opportune time to consider amalgamating with the NCCP that was coordinated by the CAC, which had been offering "Theory of Coaching" courses since 1974. The revision and amalgamation resulted in the creation of the National Coaching Certification Program for hockey coaches in the Recreational and Competitive streams.

In October 1996 the CAHA merged with Hockey Canada to form the Canadian Hockey Association. Although this merger did not directly affect the delivery of the Coaching program it was an important marriage of philosophies (development vs. high performance) in the Canadian hockey spectrum.

Over the last 5 years the Canadian Hockey Association has undertaken a re-design of the National Coaching Certification Program. The new program, to begin roll out in the Fall of 2003, will be aimed at delivering educational activities to coaches that allows them to have a more meaningful, positive impact on the players they coach. Coaches participating in the new program, who are familiar with the current NCCP, will see several key changes to the program.

The first significant change will have coaches attend educational sessions that are targeted at meeting the needs of players they are working with. As a result, not all coaches will begin their program at the same place. Coaches will now have the opportunity to enter into the stream of coaching that is appropriate for the players they coach.

The second significant change is that coaches will receive coaching materials that are practical and easy to implement with the players they work with. The course materials will make the transition from theory-based lecture activities to interactive sessions requiring coaches to work with the tools specific to the level of their players.

The new coach education program is learner-driven. The course leader will facilitate the learning opportunities coaches will engage in. Through a series of specifically designed activities, the coach will become an active learner prior to the seminar, throughout the seminar, and after leaving the seminar.



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Participants will be required, through a series of small, practical assignments, to demonstrate their capabilities as coaches. For the entry-level coach these assignments/activities will include developing communication plans with parents, maintaining a coaching log, and implementing effective and efficient practices.

This new approach to coach education will provide the minor hockey association with the knowledge that there will be a greater emphasis on coach development. The long-term reward will be that associations will have the ability to say with more confidence "Our coaches can do..."

One of the most important distinctions for this new education/training model is that it is an athlete-centered approach to training coaches. This means that the coaching needs are defined by the needs of the athletes they are working with.



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Current NCCP Continuum

Coach Level	Intermediate Level	Advanced I Level	Theory 3	Advanced II & Level 4 Program
Technical 1 Practical 1	Technical 2 Practical 2 Theory 1	Technical 3 Practical 3 Theory 2	Delivered separately (contact your provincial/ territorial Coaching Coordinator for course availability)	
Delivered by Branch Offices or Centres of Excellence				Delivered by National Office

COACH LEVEL

- Pre-requisite: -Must be minimum 16 years of age
- Definition: -The Coach Level is designed for a coach who is new to the coaching program and encourages player development in hockey.
- Clinic Duration: -14 hours (12 hours in classroom, 2 hours on-ice)
- Coaching Development:
 - Understanding NCCP, Hockey Canada and Branch structures
 - Role of the Coach
 - Communicate with Players
 - Design a Safety & Risk Management Program
 - Organize a Practice
 - Teaching Techniques
- Player Development: -Learn Skating Skills, Puck Control, Rules, Checking
- Major Emphasis: -Having fun, learning basic skills and developing confidence and self-esteem.
- Certification: -Attendance and participation in all modules of the program

INTERMEDIATE LEVEL

- Pre-requisite: -Coach Level certification and minimum 6 months of practical coaching experience.
- Definition: -The Intermediate Level is designed for a coach who is working with players at the competitive level and has successfully completed Coach Level certification.
- Course Duration: -21 hours (17 hours in classroom, 4 hours on-ice)
- Coaching Development:
 - Demonstrate Leadership
 - Communicate with Parents, Referees, Support Staff and Administrators.
 - Risk & Safety Management
 - Growth and Development Principles
 - Building self-esteem
 - Design a Yearly Plan



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	<ul style="list-style-type: none">-Select Players-Analyze Skills
Player Development:	<ul style="list-style-type: none">-Goaltending (Part A)-Individual Tactics (Part A)-Physical Preparation
Team Development:	<ul style="list-style-type: none">-Team Tactics and Principles
Major Emphasis:	<ul style="list-style-type: none">-Improving basic skill acquisition and introduction of team play and individual tactics.
Certification/Evaluation:	<ul style="list-style-type: none">-Successful completion of the Coach Level, attendance and participation in the Intermediate course and successful completion of a written Intermediate Level Workbook. (minimum 70% attained)

ADVANCED LEVEL I

Pre-requisite:	<ul style="list-style-type: none">-Intermediate certification and minimum of 6 months of practical coaching experience.
Definition:	<ul style="list-style-type: none">-Advanced I Certification is designed for the coach who works with athletes who have several years of competitive experience and who is taking a more structured and disciplined approach to hockey.
Course Duration:	<ul style="list-style-type: none">-30 hours (26 hours in classroom, 4 hours on-ice)
Coaching Development:	<ul style="list-style-type: none">-Communicate with Players-Motivate Players-Provide Nutritional Guidelines-Growth and Development Principles-Recognizing and Managing Stress-Analysis of Skills-Teaching Techniques-Design a Yearly Plan-Interpret Statistics for Game and or Practice Purposes.-Problems Encountered by the Amateur Hockey Player.
Player Development:	<ul style="list-style-type: none">-Goaltending (Part B)-Individual Tactics (Part B)-Physical Preparation and Conditioning
Team Development:	<ul style="list-style-type: none">-Team Play Systems (offensive & defensive)-Special Situations
Major Emphasis:	<ul style="list-style-type: none">-Improving skill acquisition and development of a physiological training base for competition.



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Certification/Evaluation:

- Successful completion of the Intermediate Level
- Seminar participation
- Successful completion of Advanced I exam/workbook
- Field Evaluation
- Field Assignment Delegate selection

Administrator's Resources:

- Course Conductor Guide - Topic Outlines
- Marking key / guide for the exam
- Administrator's Guide (to support branch delivery of the program).



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THEORY III

In the Theory III component, coaches review coach manuals to learn essential principles of coaching: *planning, sport safety, skill analysis and development, mental preparation, and leadership*, among others. The length of the Theory course is **28 hours**.

Receiving credit for this component usually involves taking a course with coaches from a variety of sports and the successful completion of *Coach Workbooks*.

Coaches must complete Theory III before they are eligible to attend the Advanced II seminar.

For more information on where Theory III courses are being offered contact the CAC or refer to the following CAC web link: http://www.coach.ca/Prtnrs_e.htm

ADVANCED II

The Advanced II Program has become a component of the CAC recognized Level 4 Program and organized by Hockey Canada Coaching Program. Candidates attending the Advanced II seminar will receive credit, upon successful completion of four (4) of twelve (12) tasks in the Level 4 program.

Pre-requisite: -Advanced I, Theory 3 Certification, Practical Assessment and Coaching in a High Performance Program.

Definition: -The Advanced II Certification is designed for the coach who has seven or more years of coaching experience and is working with athletes committed to achieving success in competitive hockey.

Course Duration: -7 days (residential)

Major Emphasis: -Advanced I skills, planning, evaluation and preparation, both psychologically and physically for competition.

Certification/Evaluation: -Successful completion of the Advanced I Level, Theory 3, Advanced II seminar attendance and assignments, successful completion of a take home written workbook/exam and a Hockey Canada co-ordinated field assessment.

1. *Coach application process is coordinated by Hockey Canada's National Office*
2. *Branches are responsible for application distribution and coach selection recommendations.*
3. *Hockey Canada Coaching Committee is responsible for final coach candidate approval*
4. *All evaluations and Administration is the responsibility of Hockey Canada*
5. *Advanced II seminars are conducted every 2 years*



LEVEL IV

The Level 4 program is a part of a new High Performance education program designed to prepare candidates for leadership roles in national and international hockey.

The objectives for this program are to:

- i. Provide an advanced coaching education system capable of training Canadian coaches to world class standards.
- ii. Keep Canadian coaches at the forefront of coaching knowledge and practice

Level 4 is designed on a 12-task credit system. The tasks explore the following areas: Leadership, Planning and Athlete Development including physical, psychological, technical and tactical components. Hockey Canada Sport specific Level 4 Program is open to 8-10 coaches every 2-3 years.



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New NCCP Continuum

Coach Stream	Developmental Stream	High Performance Stream
Core Programming	Core Programming	Core Programming
Coach 1 – COACH ENTRY POINT	Development 1- COACH ENTRY POINT	High Performance 1 – COACH ENTRY POINT
Clinic Pretask (1-2 hours)	Clinic (16 hours)	Clinic Pretask
Clinic (8 hours)	Clinic Post Task (4 hours)	Clinic 6 Day Practical
Clinic Post-task (Throughout season)	Clinic Post Task (4 hours)	Clinic Post Task Throughout Season
COACH ENTRY POINT IP Revised	Development 2	High Performance 2
Supplementary Programming Mandatory <ul style="list-style-type: none"> • Speak Out • Fun and Games • Intro to Tactics • Advanced Tactics • Checking Skills • Skill Analysis • Goaltending • Team Building • Teaching Rules • Practice Mechanic • Ice Session 	Clinic (16 hours)	Clinic Pretask Clinic 6 Day Practical
	Clinic Post Task (4 hours)	Clinic Post Task Throughout Season
	Supplementary Programming	Supplementary Programming
Mandatory <ul style="list-style-type: none"> • Speak Out Continuing Ed.		



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Recommended Entry Points for Coaches

The following recommendations are based on each program design being geared towards providing an educational opportunity for coaches who are working with a specific group of athletes.

Instructors working with 5 and 6 year olds	REVISED IP PROGRAM
Coaches coaching 7-10 year olds	Coach Stream - Coach 1
Coaches coaching House League 11-18 year olds	Coach Stream - Coach 1
Coaches coaching Rep Hockey 11-18 year olds	Development 1
Coaches coaching Midget AAA, Junior, University	High Performance 1

The 13 member branches of Hockey Canada have the ability to alter these recommended entry points to best suit their hockey environment.

How the Hockey Canada Model reflects on Coaching Association of Canada Qualifications

Hockey Canada Status

CAC Status

IP Revised	No recognition
New Coach - Clinic complete	Community Qualified
New Coach - Post Task complete	Community Certified
Developmental 1 - Clinic complete	1/2 Intro to Competition Qualified
Developmental 2 - Clinic complete	Intro to Competition Qualified
Developmental 2 - Evaluation complete	Intro to Competition Certified
High Performance 1 - Clinic complete	Developmental Qualified
High Performance 1 - Evaluation complete	Developmental Certified
High Performance 2 - Clinic complete	High Performance Qualified
High Performance 2 - Evaluation complete	High Performance Certified



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Coach Stream

1-Day Agenda

7:30	Registration
8:00 – 8:30	Introduction and Ice Breaker
8:30 – 10:30	Supporting the Athlete in the Team Environment <ul style="list-style-type: none">• Communication• Fair Play Code and Team Rules• Building Parent Meetings• Assigning roles and responsibilities
10:30 – 10:45	Nutrition Break
10:45 – 12:45	Supporting the Athlete in the Training Environment <ul style="list-style-type: none">• Teaching Skills and Progressions• Error Detection and Correction
12:45 – 1:30	LUNCH
1:30 - 2:40	Supporting the Athlete in the Training Environment <ul style="list-style-type: none">• Practice Planning
2:40 – 3:00	Nutrition Break
3:00 – 5:00	Supporting the Athlete in the Game Environment <ul style="list-style-type: none">• Role of coach on game day• Game day checklist• Potential pitfalls on game day• What winning means in minor hockey
5:00 - 5:15	Post Task Explanation and Wrap up details

Post- Task

The post task is designed to test coaches ability to practically implement what they have learned in the classroom setting and apply it to their club team. In order for a coach to be certified they must complete all evaluation requirements.



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Evaluation Requirements

Coaches will be expected to show evidence of completion of the following items for evaluation.

- **Completed Coaching Philosophy**
- **Completed Parent Meeting**
- **Completed Team Code of Conduct**
- **Completed Yearly Schedule**
- **Completed 8 Game Logs**
- **Completed 8 Practice Logs**
- **Worked within the Fair Play codes**

Evidence of completion of these tasks requires the following: the coach must have an association mentor, senior coach, coach coordinator, or association president sign off on the completion of the tasks. This sign-off page must then be sent to the branch to complete the certification process.

Course Pass Status

For a coach to attain qualification in the Coach Stream they must:

- ◆ Complete the clinic pre-task
- ◆ Attend and participate in all modules of the Coach Stream

For a coach to attain certification in the Coach Stream they must:

- ◆ Complete the clinic pre-task
- ◆ Attend and participate in all modules of the Coach Stream
- ◆ Complete their Coaching logbook and have the Log signed off on by a local association representative.

There is no expiration on qualification or certification at this time. The branch has the ability to put a limit on the qualification of a candidate if desired.



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BECOMING A COURSE CONDUCTOR

NCCP Course Conductors are in a position of leadership and generally have significant training and experience as coaches prior to becoming instructors in the NCCP. As the foundation for coaching education in Canada, the NCCP is committed to the delivery of high quality courses that will enable coaches to effectively fulfill their roles. In an effort to ensure that coaches have the benefit of valuable instruction provided by knowledgeable and qualified leaders, the National Coaching Certification Council and Hockey Canada's Coaching Committee has set **minimum** standards for qualifications of NCCP Course Conductors.

QUALIFICATIONS

<i>Coach Level</i>	Fully certified at Intermediate Level (Technical 2, Practical 2 & Theory 1)
<i>Intermediate Level</i>	Fully certified at Advanced I Level (Technical 3, Practical 3 & Theory 2)
<i>Advanced I Level</i>	Fully certified at Advanced I & Theory 3 (Technical 3, Practical 3, Theory 3)

TRAINING

All potential Branch NCCP Course Conductors who have attained required qualifications must attend a Course Conductor training at least once every four (4) years with the encouragement of further professional development whenever possible. This training session must be conducted by a qualified Branch Hockey Canada's NCCP Master Course Conductor approved by the Branch. Course Conductors may be other qualified individuals from the community working under the direct supervision of a Master Course Conductor.

New Course Conductors must attend, before being recognized as a NCCP Course Conductor.

New NCCP Course Conductors must attend a two day Branch training seminar prior to being recognized as an NCCP Course Conductor. Course Conductors must participate in individual training programs for Coach Level and Intermediate Level to be recognized as a Course Conductor for each level.

CAC/NCCP POLICY

The National Coaching Certification Council has set timelines for integrated Course Conductors to meet the above minimum qualifications.



COURSE CONDUCTOR MANUALS

Hockey Canada has produced a manual designed to assist the Course Conductor in their presentation of course content.

The purpose of this publication is threefold:

- i. To assist the Course Conductor with the organization and delivery of the program content.
- ii. To set a minimum delivery content for Course Conductors.
- iii. To standardize the content and method of presentation as much as possible.

The Course Conductor Manual provides a systematic layout of the lesson plans for each topic within each level of the NCCP. Included in each lesson plan are the lesson objectives, key points of emphasis and recommended timelines.

COURSE CONDUCTOR EVALUATIONS

Course Conductor feedback is important for the personal development and improvement of clinic content delivery. Two sources available to provide a Course Conductor with feedback comes from the coaching delegates themselves (delegate evaluation) and other Course Conductors (peer evaluation).