



Cross Country Canada NCCP Equivalency Policy (2.4.3)

1. Overview

To acquire NCCP trained and certified statuses, coaches are normally expected to progress through the complete coach development pathway for cross-country skiing, including multi-sport and sport specific training opportunities and evaluations (see <http://www.cccski.com/Programs/Coaching-Development/National-Coaching-Certification-Program.aspx> for details).

In exceptional situations, CCC's Coaching Development Committee may consider granting a coach candidate "trained" status in a given NCCP context in recognition of a coach's alternative (non-NCCP) development pathway to date.

In any case, only the "trained" status may be granted in virtue of the equivalency policy. All coaches without exceptions have to meet all evaluation requirements to be granted with the "certified" status in a given NCCP context. Therefore, coaches being granted a "trained" status in a given context for cross-country skiing may proceed with the evaluation process for that context or initiate the training process of the next context (for the following LTAD stage).

Furthermore, coaches not granted with NCCP Community Coach "trained" status in virtue of this equivalency policy and wishing at any point in time to be involved as community coaches with participants at the Active Start or Fundamentals stages will be required to proceed with the formal NCCP Community Coach training.

NB: all coaches benefiting from a NCCP equivalency for cross-country skiing will be provided with all Reference Materials for all NCCP contexts up to the one for which coaches are granted the "trained" status or starting their cross-country ski coach training at.

Coach candidates that may apply for a NCCP equivalency in cross-country skiing are:

- 1) **Foreign (non-Canadian) coaches** that have an official coaching status awarded by the national coaching certification body of their country of origin;
- 2) **High Performance Athletes** that have been full time members of a Canadian National Development Centre OR the equivalent in another country OR a National Ski Team in the 5 years or less preceding their NCCP equivalency application and for at least 2 years.
- 3) **Coaches with NCCP certified statuses** in sports other than cross-country skiing **OR with university degrees in physical education** or similar programs

2. Equivalency criteria and requirements

a. Foreign Coaches

Foreign (non-Canadian) coaches that have an official coaching status awarded by the national coaching certification body of their country of origin may apply for NCCP equivalency. Only a “trained” NCCP status may be granted in virtue of the equivalency policy.

The equivalency may be granted based on an assessment of the individual’s training and experience as compared to NCCP training/certification standards.

To apply, foreign coaches are required to provide the following items:

- ✓ Equivalency Application Form (see Appendix A)
- ✓ A cover letter indicating the candidate’s short and long term goals and a summary of coaching background and experience
- ✓ A Curriculum Vitae including a detailed transcript of training and certification credits awarded by the national coaching certification body of their country of origin
- ✓ Signed CCC coaches’ code of conduct (see Appendix B)
- ✓ \$50.00 Equivalency application fee

b. High Performance athletes

High Performance Athletes that have been full time members of a Canadian National Development Centre OR the equivalent in another country OR a National Ski Team in the 5 years or less preceding their NCCP equivalency application and for at least 2 years may apply for NCCP equivalency. In the case of HP athletes, equivalency will not provide them with a “trained” NCCP status but will allow them to initiate NCCP training in a context up to Comp-Intro. advanced (T2T), as determined by the committee reviewing their application.

To apply, eligible high performance athletes are required to provide the following items:

- ✓ Equivalency Application Form (see Appendix A)
- ✓ A cover letter indicating the candidate’s short and long term goals and a summary of training and racing background
- ✓ A Curriculum Vitae including, if applicable, past and current coaching experience in an official coaching role with a club or team
- ✓ Signed CCC coaches’ code of conduct (see Appendix B)
- ✓ \$50.00 Equivalency application fee

c. Other coaches or university graduates

Coaches with NCCP certified statuses in sports other than cross-country skiing **OR with university degrees in physical education** or similar programs may apply for NCCP equivalency. For any of those candidates, equivalency will not provide them with a

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“trained” NCCP status but will allow them to initiate NCCP training in a context up to Comp-Intro. advanced (T2T), as determined by the committee reviewing their application.

- ✓ Equivalency Application Form (see Appendix A)
- ✓ A cover letter indicating the candidate’s short and long term goals and a summary of training and racing background and/or coaching background
- ✓ A Curriculum Vitae including, if applicable, the university degree achieved and past and current coaching experience in an official coaching role with a club or team
- ✓ Signed CCC coaches’ code of conduct (see Appendix B)
- ✓ \$50.00 Equivalency application fee

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APPENDIX A: Equivalency Application Form

NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

MAILING ADDRESS: _____

Birth Date: Month _____ Day _____ Year _____

Please check items of either sections below:

- I am applying as a coach with foreign coaching credentials and my application includes the following items:**
- ✓ A cover letter indicating the candidate's short and long term goals and a summary of coaching background and experience
 - ✓ A Curriculum Vitae including a detailed transcript of training and certification credits awarded by the national coaching certification body of their country of origin
 - ✓ Signed CCC coaches' code of conduct (appendix B)
 - ✓ \$50.00 Equivalency application fee (cheque made to Cross Country Canada)

- I am applying as a coach with HP athlete experience, OR**
- I am applying as a certified coach in an other sport, OR**
- I am applying as a university graduate in phys. ed. or similar program and my application includes the following items:**
- ✓ A cover letter indicating the candidate's short and long term goals and a summary of training and racing background and/or coaching background
 - ✓ A Curriculum Vitae including, if applicable, the university degree achieved and past and current coaching experience in an official coaching role with a club or team
 - ✓ Signed CCC coaches' code of conduct (see Appendix B)
 - ✓ \$50.00 Equivalency application fee (cheque made to Cross Country Canada)

I would like to initiate coach training for the following context: _____

Signature of Applicant: _____ **Date:** _____

Submit application and payment to:

Cross Country Canada/CAD
100-1995 Olympic Way
Canmore, AB
T1W 2T6



APPENDIX B: CCC COACHES CODE OF CONDUCT

Preamble

1. The athlete/coach relationship is a privileged one. Coaches play a critical role in the personal as well as athletic development of their athletes. They must understand and respect the inherent power imbalance that exists in this relationship and must be extremely careful not to abuse it. Coaches must also recognize that they are conduits through which the values and goals of a sport organization are channelled. Thus, how athletes regard their sport is often dependent on the behaviour of the coach. The following Code of Conduct has been developed to aid coaches in achieving a level of behaviour that will allow them to assist their athletes in becoming well-rounded, self-confident and productive human beings.

Coaches' Responsibilities

2. Coaches have a responsibility to:
 - a. treat everyone fairly within the context of their activity, regardless of gender, place of origin, colour, sexual orientation, religion, political belief or economic status;
 - b. direct comments or criticism at the performance rather than the athlete;
 - c. consistently display high personal standards and project a favourable image of their sport and of coaching. For example, coaches should:
 - i. refrain from public criticism of fellow coaches, especially when speaking to the media or recruiting athletes;
 - ii. abstain from the use of tobacco products while in the presence of their athletes and discourage their use by athletes;
 - iii. abstain from drinking alcoholic beverages when working with athletes;
 - iv. refrain from encouraging the use of alcohol in conjunction with athletic events or victory celebrations at the playing site, and
 - v. refrain from the use of profane, insulting, harassing or otherwise offensive language in the conduct of their duties;
 - d. ensure that the activity being undertaken is suitable for the age, experience, ability and fitness level of the athletes and educate athletes as to their responsibilities in contributing to a safe environment;
 - e. communicate and cooperate with registered medical practitioners in the diagnosis, treatment and management of their athletes' medical and psychological problems. Consider the athletes' future health and well being as

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foremost when making decisions regarding an injured athlete's ability to continue playing or training;

- f. recognize and accept when to refer athletes to other coaches or sport specialists. Allow athletes' goals to take precedence over their own;
- g. regularly seek ways of increasing professional development and self-awareness;
- h. treat opponents and officials with due respect, both in victory and defeat and encourage athletes to act accordingly. Actively encourage athletes to uphold the rules of their sport and the spirit of such rules;
- i. in the case of minors, communicate and cooperate with the athletes' parents or legal guardians, involving them in management decisions pertaining to their children's development; and
- j. in an educational institution, be aware of the academic pressures placed on student-athletes and conduct practices and games in a manner so as to allow academic success.

Coaching Imperatives

3. Coaches must:

- a. ensure the safety of the athletes with whom they work;
- b. at no time become intimately and/or sexually involved with their athletes. This includes requests for sexual favours or threat of reprisal for the rejection of such requests;
- c. respect their athletes' dignity. Verbal or physical behaviours that constitute harassment or abuse are unacceptable (the CCC definition of harassment, and the associated policy for harassment prevention and for investigation of alleged incidents can be found at <http://www.cccski.com/getmedia/4e17fda9-aaf2-4010-9de4-2255e9987c82/18HarassmentPolicy.pdf.aspx>);
- d. never advocate or condone the use of drugs or other banned performance enhancing substances; and
- e. never provide under-age athletes with alcohol.

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Coaches' Attestation

4. This CCC Coaches Code of Conduct has been developed to be consistent with the Coaches Code of Ethics (Principles and Ethical Standards) promulgated by the Coaching Association of Canada. Divisions and Clubs of CCC are encouraged to require their coaches and ski leaders to sign the attestation below, as confirmation that they understand and will comply with the undertakings herein:

I have read and understand the above statements and agree to conduct myself in a manner that demonstrates the standards established in this CCC Coaches Code of Conduct and the Coaching Code of Ethics (Principles and Ethical Standards) available from the Coaching Association of Canada.

Coach name: _____ Signature: _____

Witness name: _____ Signature: _____

Date: _____