

## **CERTIFICATE IN SPORTS COACH DEVELOPMENT**

### **INITIAL INFORMATION PACK FOR NGBs**

#### Introduction

This pack provides key information for NGBs to consider when nominating people for the Certificate in Sports Coach Development. The Certificate in Sports Coach Development involves the training of Coach Developers. Coach Developers play an important role educating and supporting coaches in National Governing Bodies (NGBs) as part of the Coaching Development Programme for Ireland<sup>1</sup>. The Certificate in Sports Coach Development provides learners with the skills required to deliver effective coach education courses within a NGB and to identify and deliver relevant support to coaches in non-formal contexts. On successful completion of the programme, candidates will be deployed by their NGB to train and support coaches at a level commensurate with their own coaching experience.

The Certificate in Sports Coach Development is recognised by Quality and Qualifications Ireland (QQI) and is included on the National Framework of Qualifications as a Level 7 Special Purpose Certificate in Sports Coach Development (PG24650). Learners who complete the qualification will receive 45 credits, which they can use to access Further and Higher Education.

The programme is primarily aimed at experienced sports coaches. By the end of the programme, candidates will be able to...

- a. Describe the structures and frameworks that support coach development and the role Coach Developers play in developing and supporting coaches at different stages of their development and in a variety of contexts.
- b. Utilise a variety of strategies to design and deliver sports coach development opportunities in formal and non-formal environments which are centred on the needs of coaches and the sport's National Governing Body.
- c. Analyse, interpret and evaluate coach behaviour and practice and provide timely and effective coach-centred feedback that supports coaches during different stages of their development.
- d. Use a variety of strategies to promote and measure effective learning in a variety of contexts appropriate to sports coaching and sports coach development.
- e. Reflect and evaluate themselves and others for the advancement of coaches and coaching in their chosen sport.
- f. Provide a leadership role in the development and delivery of sports coach development within their sport.

The programme involves two stages. Stage 1 is delivered directly by Sport Ireland Coaching over 10 contact days (usually five weekends). Stage 2 takes place in the NGB where the learner applies the knowledge and skills learned in Stage 1 in a sport-specific setting under the guidance of the NGB and completes a set of required activities

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<sup>1</sup> The Coaching Development Programme for Ireland (CDPI) is an all-island programme for the development of coaches in Ireland. The CDPI is implemented by Sport Ireland Coaching in partnership with NGBs.

### How much does the programme cost?

The Certificate in Sports Coach Development costs **€1200 per person**. This is to be paid once the nomination has been formally accepted by Sport Ireland Coaching. An invoice will be received by the NGB from Sport Ireland and should be paid prior to the start of the programme.

### How long is the programme?

The Coach Developer programme consists of ten contact days (usually 5 weekends, one per month for 5 months) followed by an NGB work placement. Depending on the size of the NGB and the opportunities available for the trainee Coach Developers to be supported within the NGB, the work placement typically takes between 6 and 18 months. The total length of training therefore is 1-2 years.

### What are the entry requirements?

To apply for the programme, applicants must

- Hold an NGB coaching qualification CDPI Level 2 or higher (or the highest level NGB coach award) or be an NGB staff member with a specific role in the delivery of coach education
- Be actively coaching for at least five years
- Be nominated by an NGB
- Minimum 18 years of age
- IELTS Level 6 or equivalent (for applicants who first language is not English)

If the NGB wishes to nominate someone who DOES NOT meet these pre-requisites, a case must be made in Section 7 of the NGB Nomination Form, giving reasons why the NGB requires the nominee to be trained when they do not meet the pre-requisites.

As well as the entry requirements identified above, NGBs should also consider the following points when selecting potential candidates for the programme:

- Knowledge, skills and experience as a coach
- Genuine interest in assisting the development of coaches
- Willingness to learn
- Current communication skills
- The esteem they are held in by their peers
- Reliability
- Availability to commit to the training
- Availability to deliver courses and/or support coaches in the field once they have qualified

### Who should select potential applicants?

Sport Ireland Coaching recommends that the NGB Coaching Contact, along with a trained Coach Developer Assessor or experienced Coach Developer/Tutor from within the NGB select suitable applicants.

Sport Ireland Coaching suggest that NGBs should prioritise their nominations according to the importance of the person to the organisation as a Coach Developer.

### What is the application process?

All NGB Coaching Contacts will be emailed by the Coach Developer Programme (CDP) Administrator notifying them that applications for a particular course are now being accepted. The email will contain a link to the Learner Application Form for that course for the NGB Coaching Contacts to forward to potential applicants.

An applicant completes and submits their application form online. Sport Ireland Coaching can view the submitted form via their MS Forms platform.

The CDP Administrator creates a PDF version of the submitted Learner Application Form and emails it to the relevant NGB Coaching Contact together with a link to the NGB Nomination Form.

The NGB Coaching Contact then completes and submits the NGB Nomination Form in respect of that applicant.

**NOTE:** Both the Learner Application Form and NGB Nomination Form **must** be submitted by the relevant application deadline.

### What is the selection process?

The Sport Ireland Lead Trainer of Coach Developers and one other Trainer of Coach Developers will review the applications & nominations and make the final decision on selection for a particular course (verified by the Director of Sport Ireland Coaching).

The NGB will be notified of the decision. If a particular application is not accepted for a course due to the high volume of applications, then a place will be guaranteed for the relevant NGB on the next available course.

Twenty-five places are available on each course with a **maximum of three per NGB**. If Sport Ireland receives more nominations that meet the pre-requisites than there are places available, the places will be allocated to ensure all NGBs receive at least one place. Secondary acceptance criteria will take into account the overall need of the NGB. If there are still more suitable applicants than places, Sport Ireland Coaching will offer a second programme.

What modules are covered on the programme?

There are four key modules covered on the Coach Developer programme.

<b>Module</b>	<b>Overview</b>
Introduction to Coach Development	This module aims to introduce the Sports Coach Developer programme to all candidates and develop the core philosophies, knowledge and skills required by the Sports Coach Developer
Coach Developer Practice	This module will develop the practical skills of a Sports Coach Developer such as planning and delivery of activities to develop coaches in formal and non-formal settings including effective communication skills, critical observation and feedback.
Leadership in Coach Development	This module will develop the Coach Developer's leadership skills to lead the development of coaches in their NGB and to develop their ability to critically reflect and evaluate themselves and others for the advancement of coaches and coaching
NGB Work Placement	This module enables Coach Developers to apply the knowledge, skills and competencies acquired during Stage One of the programme to develop and support coaches in a practical and sports-specific context within their sport's National Governing Body

What does the NGB Work Placement involve?

During the NGB Work Placement, candidates return to their NGB as trainee Coach Developers and apply the skills and practices learnt during Stage One of the Coach Developer programme in a real-life sport-specific context through the delivery of elements of the NGB's coach education programme and supporting the development of coaches in the NGB.

The NGB must provide appropriate support to candidates during this time. Details of the work placement, along with the support to be provided by the NGB, are outlined in the NGB Work Placement pack.

Are there assessments to complete?

Candidates must complete a number of assessments during the programme

Module #	Module Title	Overall Weighting	Module Tasks & activities for assessment	
1	Introduction to Coach Development	10%	1	Assignment (1a; 1b; 1c; 1d)
2	Coach Developer Practice	20%	2a	Plan for the delivery of formal and non-formal skills-based coach development sessions/activities
			2b	Delivery of a formal or non-formal skills-based coach development session/activity to peers
			2c	Delivery of a formal or non-formal skills-based (practical) session/activity to peers
3	Leadership in Coach Development	20%	3a	Coach Support Activity Design Project
			3b	Reflective Journal & Personal Action Plan
4	NGB Work Placement	50%	4a	Coach Developer NGB Placement Journal
			4b	Delivery of a theory/class-based coach development session/activity as part of an NGB coach development programme approved under the CDPI
			4c	Delivery of a skills-based (practical)coach development session/ activity as part of an NGB coach education programme approved under the CDPI
			4d	Delivery of non-formal coach development session/activity for an NGB
			4e	Coach Assessment/Evaluation

The assessments for Modules 1-3 are completed during Stage One of the Coach Developer Programme. The assessments for Module 4 are completed during the NGB Work Placement.

What happens if Sport Ireland Coaching cease providing the programme?

If Sport Ireland do not provide the programme (after candidates have been accepted on it) or if Sport Ireland cease to provide the programme before it is completed, the course fee will be refunded to the learner (or to the person/NGB who paid the course fee on their behalf).

This is referred to as Enrolled Learner Protection insurance and is in accordance with the Qualifications and Quality Assurance (Education and Training) Act 2012 Section 65 (4) (b). The cost of the insurance is included in the course fee.

What is required to qualify as a Coach Developer?

Candidates need to successfully complete all the required elements of Stage One and Stage Two of the programme, including the assessments.

What award will candidates receive for completing the programme?

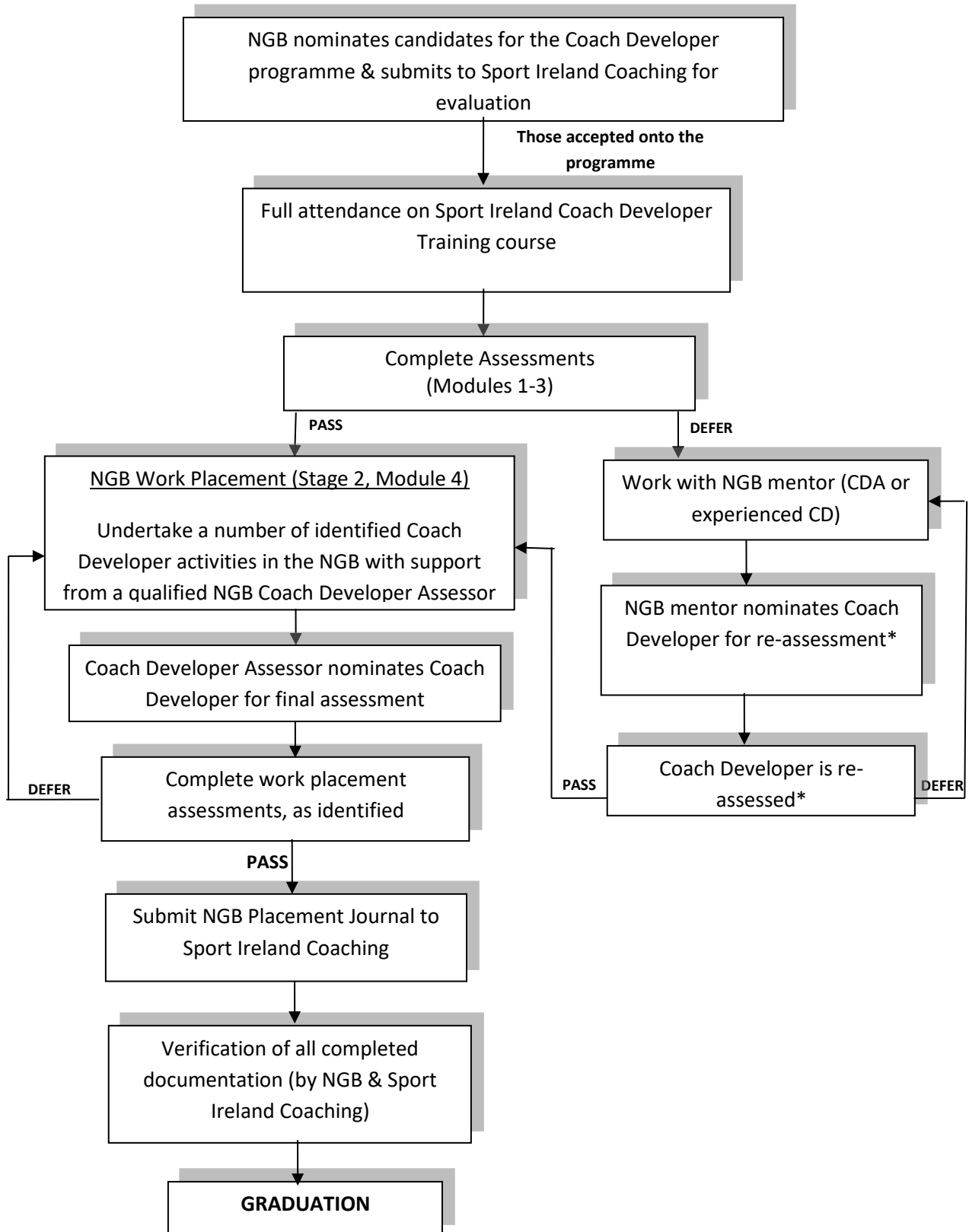
The Coach Developer programme is recognised by Quality and Qualifications Ireland (QQI) and is included on the National Framework of Qualifications as a Level 7 Special Purpose Award Certificate in Sports Coach Development (PG24650). Learners who complete the qualification will receive a QQI certificate and 45 credits, which they can use to access Further and Higher Education. Learners will also receive a Sport Ireland Coaching certificate.

Who do I contact if I want further information?

For further information on the programme please contact Sport Ireland Coaching [coachinginfo@sportireland.ie](mailto:coachinginfo@sportireland.ie)

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## Overview of Coach Developer Training



\* Re-assessment must take place within 12 months of CD training course

