

KOM Coach Minimum Requirements

There are 6 components to be completed for a person to become recognized as a Manitoba Cycling Association – Kids of Mud Coach:

- 1) NCCP Training
- 2) Criminal Record Check
- 3) Standard First Aid & CPR C Certification
- 4) Child Abuse Registry Check
- 5) Respect in Sport Certification

1) NCCP Training – “Let’s Ride! Community Cycling Initiation”

Old NCCP Certification: Coaches who have certification as a Level 1 or Level 2 Mountain Bike coach, are not required to take new NCCP training for certification. An old NCCP coach remains an active, certified coach as long as they complete their professional development requirements. Coaches who have not completed their certification in the old NCCP stream (Level 1 or Level 2) will not receive any equivalency towards the new NCCP Let’s Ride! Community Cycling-Initiation training.

New NCCP Description - Let’s Ride! Community Cycling- Initiation (CCI): is the NCCP context for coaches who will primarily work with novice, pre-competitive cyclists at the community level, including participants in the Active Start, FUNdamentals and early Learn to Train stages of athlete development. The program is simple, based on a number of pre-designed lesson plans, and adaptable to the varying skill and ability levels of participants. The focus of the program is on having participants develop skills which are basic to MTB, BMX, and Road, in a controlled, off-road, off-trail setting such as a sport field or parking lot.

Training Courses: CCI training has two parts – the “Let’s Ride!” CCI classroom (5 hrs), and a Basic Cycling Skills workshop (8 hrs)

- 1) “Let’s Ride!” CCI classroom: provides information on ethical coaching, participants and their needs, basic practice planning, equipment and other important information for coaches of beginner cyclists.
- 2) Basic Cycling Skills Workshop: provides an opportunity for “on-bike” practice in skill teaching and analysis, practice coaching and use of provided lesson plans.

Certification: On completion, coaches have “Trained” status in NCCP. Certification is good for 5 years after completion of course requirements. To maintain active certification status, coaches will be required to participate in professional development opportunities (described below).

When are the courses offered? Spring and fall sessions are run by a qualified learning facilitator.

Where do I find these courses? MCA website under Upcoming events and the event calendar

Cost: \$64 per course (classroom or workshop).

Time Requirement: Each part of the CCI training is a one-day workshop, covering two separate days.

Registration: A registration form will be included with the Session posting and description on the MCA website

Professional Development: All coaches whether certificated in the new or old NCCP system must complete professional development in order to remain active as an NCCP coach. A system has not yet been finalized, but the proposed system is that a coach will be required to complete a certain number of PD options every 5 years. Old NCCP coaches may use training in new NCCP streams as part of their professional development.

2) Criminal Record Check

When: Must be completed every 3 years

Where:

- Winnipeg Residents: Winnipeg Police Service (http://winnipeg.ca/police/pr/info_request.stm#crim_record_search). It is not necessary to complete the vulnerable sector check for KOM coaches.
- Non-Winnipeg Residents: RCMP (<http://www.rcmp-grc.gc.ca/cr-cj/fing-empr2-eng.htm>)

Cost:

- Winnipeg Residents: http://winnipeg.ca/police/pr/fees_info.stm
- Non-Winnipeg Residents: <http://www.rcmp-grc.gc.ca/cr-cj/fee-frais-eng.htm>

Time Requirement:

- Winnipeg: Estimated 6-8 week return after successful submission of application. Checks that include vulnerable sector may require more time for return.
- Non-Winnipeg Residents: <http://www.rcmp-grc.gc.ca/cr-cj/time-temps-eng.htm>

How: Keep your original for you own records. Submit a photocopy of Criminal Record Check Certificate to the MCA office, Attention: Jayson Gillespie by:

Fax: 204-925-5703

Email: cycling.coach@sportmanitoba.ca

Mail: 145 Pacific Ave/Winnipeg MB/R3B 2Z6

3) First Aid – Standard First aid and CPR Certification C

When: Must be completed every 3 years

Where: complete on own through a recognized First Aid Certification Provider, such as:

- St. John Ambulance – <http://www.sja.ca/Manitoba/Pages/default.aspx>
- Canadian Red Cross – <http://www.redcross.ca/article.asp?id=000620&tid=021>

Cost: ~\$120 - \$150

Time Requirement: 2 days

How: Keep your original for you own records. Submit a photocopy of Standard First Aid & CPR C Certificate to the MCA office, Attention: Jayson Gillespie by:

Fax: 204-925-5703

Email: cycling.coach@sportmanitoba.ca

Mail: 145 Pacific Ave/Winnipeg MB/R3B 2Z6

4) Child Abuse Registry Check

When: Must be completed every year

Where: Application can be completed directly through MCA, by submitted Child Abuse Registry Check forms, along with photocopy of two pieces of identification used in application form.

Link to access form: http://www.gov.mb.ca/fs/childfam/child_abuse_registry_form.html

Cost: None when submitted through MCA office, unless coach is not coaching as volunteer. Cost for non-volunteer coaches is \$10

Time Requirement: minimal

How – through MCA office: MCA office will submit application on applicants' behalf to the Manitoba Family Services. Completed Child Abuse Registry Check forms will be sent directly to the MCA office. Applicants will only be notified if application is returned with an error in submission or a positive result. Applicants may request a copy of completed application by contacting the MCA office.

How – on own: Keep your original for you own records. Submit a photocopy of Child Abuse Registry Check to the MCA office, Attention: Jayson Gillespie by:

Fax: 204-925-5703

Email: cycling.coach@sportmanitoba.ca

Mail: 145 Pacific Ave/Winnipeg MB/R3B 2Z6

5) Respect in Sport (RIS)

When: Must be completed once

Where: Online – <http://www.respectinsport.com/smbTransitionE.html>

Cost: None

Time Requirement: ~3 hours

How: Keep your original for you own records. Submit a photocopy of Child Respect in Sport Certificate to the MCA office, Attention: Jayson Gillespie by:

Fax: 204-925-5703

Email: cycling.coach@sportmanitoba.ca

Mail: 145 Pacific Ave/Winnipeg MB/R3B 2Z6

6) Making Ethical Decisions (MED)

When: Must be completed once

Where: Online – <http://www.coach.ca/elearning-s13846>

(The MED course for introduction to competition will count as your MED for Community Initiation)

Time Requirement: ~3 hours

How: Keep your original for you own records. Submit a photocopy of Making Ethical Decisions (MED) to the MCA office, Attention: Jayson Gillespie by:

Fax: 204-925-5703

Email: cycling.coach@sportmanitoba.ca

Mail: 145 Pacific Ave/Winnipeg MB/R3B 2Z6

You are now officially a NCCP trained and qualified Coach for the Kids of Mud Program. You should now add your official coach designation to your MCA license by choosing a Technical license when completing your annual license.