



Private Online Host Information Package

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What is NCCP?

COMMUNITY SPORT COACH

WHO ARE YOU?

You may already coach at the community level or you're thinking about coaching. Often, you're a parent whose child is involved in sport, or a volunteer who works with participants of all ages that are new to a sport.

COMPETITION COACH

WHO ARE YOU?

You're typically a coach who has previous coaching experience or you're a former athlete. You may already coach a team at the regional or provincial level, and you tend to work with athletes over the long term to improve performance.

INSTRUCTION COACH

WHO ARE YOU?

Coaches in the instruction stream must have sport-specific skills and training, whether coaching at the beginner or advanced skill level. Many are former participants in the sport.

The National Coaching Certification Program was developed by the Coaching Association of Canada and its partners to give coaches that extra advantage. The program targets 67 different sports, in both official languages, and is the recognized standard for coach training and certification in Canada.

NCCP workshops are designed to meet the needs of all types of coaches, from the first-time community coach to the head coach of a national team. Each year, more than 50,000 coaches take an NCCP workshop. Since the program began, more than 1 million coaches have participated, making it one of the largest adult education programs in Canada.

The NCCP is comprised of three streams and a total of eight "contexts", each with its own coaching requirements. Each sport is responsible for identifying how many of the eight contexts are relevant to their sport. As part of the program, all coaches (regardless of sport or context) are trained in ethical decision-making and sport safety.

How to Host?

NCCP Host Partners can be any organization that has an agreement with the Coaches Association of Ontario to deliver a NCCP workshop with trained/certified Learning Facilitators. NCCP Host Partners are approved after submitting an [Application to Host](#) to register a workshop, and must agree to deliver the workshop according to the Coaching Association of Canada standards.

The Host Partner is the primary delivery agent at the community level and a valued leader. The Coaches Association of Ontario staff is available to assist in the planning process and help answer any questions that arise.

Delivering an NCCP course involves many components. The Host Partner (recreation department, sport council, provincial sport organization, club, community college, school, etc.) is responsible for scheduling a date and time, paying Learning Facilitators, helping ensure local coaches are aware of the course, accepting names for registration, and covering or recovering participant workshop fees. The Coaches Association of Ontario will help Host Partners with contacting a Learning Facilitator.

Benefits

Highlights

- Access to 22 multi-sport workshops and link to 67 sport specific NCCP programs.
- All programs have been developed by National Sport Organizations and the Coaching Association of Canada (CAC).
- CAC has been an international leader in coach education for 50 years.
- Professional, high quality research and program development.
- The Coaches Association of Ontario (CAO) has been the primary delivery partner for over 15 years.
- Reliable and friendly customer service from CAO, and timely provision of related workshop materials.
- Quality and experienced NCCP trained/certified Learning Facilitators execute workshop.

- You will be training your staff, students, coaches, volunteers using a program with a proven track record of quality, commitment to coaching competency and ethical decision making processes.
- Your needs are met and delivered right to your door, saving you time and money in an efficient manner.
- You can be confident in that you are providing the latest and greatest training possible for your coaches that will be passed on to your athletes training and competition scenarios.
- Flexibility in delivery of training to meet your coaches schedules.
- You can track your coach's completion of certification.
- Networking opportunities in workshops.
- Generate revenue from promoting workshop to the general public, other local community sport organizations, clubs, facilities, school in your region.
- Promotion of lifelong learning, contributing to the Ontario sport system, making sport a better and safer place to participate, keeping kids active, improving health and decreasing health care costs.

Available Online Courses

Professional Development	Competition-Introduction	Competition-Development
CAO recognizes the value of having certified NCCP coaches that are engaged in Professional Development programs which reinforce the values of lifelong learning and sharing amongst the coaching community. • NCCP Mentorship • NCCP Fundamental Movement Skills	Designed for coaches where adolescents are taught basic sport skills and athletic abilities in a fun and safe environment are typically prepared for local and/or regional level competitions. • NCCP Make Ethical Decisions • NCCP Planning a Practice • NCCP Teaching and Learning • NCCP Design a Basic Sport Program • NCCP Basic Mental Skills	Designed for coaches where young adults are coached to refine basic sport skills, to develop more advanced skills and tactics and are generally prepared for performance at the provincial and/or national level competitions. • NCCP Advanced Practice Planning • NCCP Psychology of Performance • NCCP Coaching & Leading Effectively • NCCP Prevention & Recovery • NCCP Manage a Sport Program • NCCP Managing Conflict • NCCP Developing Athletic Abilities
Coaches coaching in one context may find workshops in other contexts valuable (see badges for appropriateness in the document below)		

See the full descriptions of the NCCP Multi-Sport Modules - [HERE](#)

Guidelines for Hosting

Note on fees: For private online courses hosts will be invoiced for a single set fee, regardless of number of participants. This is different from other hosting options that are usually a cost per participant. This change is required because of the unique demands of online hosting. As such the fees are always set to include 12 (max) participants. If you run the course with less than 12 participants you will still be charged for the full 12 spots.

Important Notes:

- For any coaches that experience technical difficulties, do not show up, or show up late for the course and gets ejected, the host will still be responsible to pay for 12 coaches and the LF honorarium.
- Managing the additional challenges of an online delivery are the responsibility of the host.
- Course fee = LF Honorarium + \$45/coach x 12/coaches.
- Private Online courses will not be advertised on the CAO Course Calendar. Any promotion of the course is the Hosts responsibility.

NCCP WORKSHOP	Hours (including min. required break time)	Minimum Participants	Maximum Participants	Course Fee (LF Honorarium + \$45/coach x 12)
NCCP Make Ethical Decisions (MED)	4	6	12	\$720
NCCP Planning a Practice (PAP)	5.5	6	12	\$787.50
NCCP Teaching and Learning (T&L)	5.5	6	12	\$787.50
NCCP Design a Basic Sport Program (DSP)	5.25	6	12	\$776.25
NCCP Basic Mental Skills (BMS)	5	6	12	\$765
NCCP Managing Conflict (MC)	7	6	12	\$890
NCCP Psychology of Performance (PSY)	8.5	6	12	\$965
NCCP Advanced Practice Planning (APP)	5	6	12	\$790
NCCP Manage a Sport Program (MSP)	4.5	6	12	\$765
NCCP Developing Athletic Abilities (DAA)	8.5	6	12	\$965
NCCP Prevention and Recovery of Injury (PRI)	8.5	6	12	\$965
NCCP Coaching and Leading Effectively (CLE)	9	6	12	\$990
NCCP Mentorship (MEN)	7.25	6	12	\$866.25
NCCP Empower + (EMP+)	3.75	6	12	\$708.75
NCCP Fundamental Movement Skills (FMS)	5	6	12	\$765

*LF Fees are based on \$45/hour for MED, PAP, T&L, DSP, BMS, MENT., FMS and \$50/hour for APP, DAA, CLE, PRI, PSY, MSP, MC. Not including any applicable taxes.

Host Partner Responsibilities

1. Contact the CAO and/or Complete [Application to Host](#)
 - Discuss dates and times
 - Costs
 - Learning Facilitator (as assigned by CAO)
2. Manage registration for course
 - **Coaches must be 14 years of age or older and Ontario residents**
 - Must collect the following information from registrants:
 - First Name
 - Last Name
 - Email
 - NCCP#
 - Phone Number
3. Send full class list to CAO 5 Business days in advance of the course date (CAO will not add people "last minute").
4. Remind coaches they must use a computer (tablets and cellphones will not work), headset containing a built-in microphone and everyone must be on their own device.
5. Pay CAO Invoice

CAO Responsibilities

1. Assign and Communicate with qualified to deliver Online LF
2. Provide Zoom training platform
3. Communicate platform instructions and provide eMaterials to coaches 48 hours in advance of the workshop
4. Complete all transactions with host and CAC 'The Locker' database
5. Pay the Learning Facilitator