

Coach Educator (CE) / Skill Specific Trainer and Assessor (SSTA) Course & Update

plus

Coach Update for Coaches of all levels.



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| New South Wales | Evans Park, Glossodia | 20-21 May 2019 |
| New South Wales | ACT | 3-4 June 2019 |
| New South Wales | AELEC, Tamworth | 29-30 July 2019 |

***The course is designed to update Coaches of all levels and reaccredit Coach Educators and Skill Specific Trainers and Assessors in the training and delivery of EA Coaching programs. It also fulfills the theory component of the training of new CEs/SSTAs.***

***It is suitable for -***

* ***Updating currently accredited Coaches of all levels***
* ***Updating currently accredited CEs and SSTAs***
* ***New CEs and SSTAs***
* ***Foreign coaches being familiarised with EA Coaching scheme***
* ***Lapsed EA Coaches***
* ***New Trainee Coaches (as per the compulsory Orientation to EA Education workshop) including those being given accelerated assessment.***

**Please note that dates are subject to cancellation if the minimum number of participants required to run the course is not met.**

**To avoid disappointment please submit your application as soon as possible.**

**Coach Educator and SSTA Qualifications**

Coaching and riding are separate skills that both take time to master. Being an experienced rider doesn’t ensure or guarantee that one will be an effective coach. Similarly coaching and assessing are separate skills.

Being an experienced Coach doesn’t necessarily mean the Coach will be able to apply the assessment principles to assess Course Candidates according to EA NCAS competency standards.

All three roles – Riding, Coaching and Assessing - have specific skills that need to be taught, learnt, practised and applied in order to achieve competency, and all require regular updating and professional development to maintain this competency.

Coach Educators and SSTAs need to understand and apply assessment principles and processes fairly in accordance with EA NCAS competency standards at all times. The ability to remain open-minded, fair and objective and to have good communication skills (listening, questioning and feedback) is essential. SSTAs and CEs need to be committed to preserving and improving the standards of coaching delivery, coaching, riding and horse management training and assessment.

**Coach Updating / EA Coach Educator and SSTA Course**

The NSW Coaching Committee, with the assistance of the ENSW and EA, is running run 3 x 2 Day Coach/CE/SSTA Update Courses. A third day for trainee CE/SSTA practical assessing training will be held at a later date to fulfil their practical assessment training.

This course has been updated to provide both the opportunity for renewal for current Coaches, current CEs and SSTAs, and to start the accreditation process for new CEs and SSTAs.

This course is intended to provide all participants with the following:

1. A greater understanding of EA Education (Riding and Horse Management) and Accreditation (Coaching) programs and courses
2. A detailed understanding of EA Coaching Policies and Procedure
3. EA Assessment Principles, Procedures and Guidelines
4. An improved understanding of course content, including the syllabi and learning guide, relating to Riding, Horse Management and Coaching (according to accreditation level)
5. The skills and knowledge required to assess and sign course verification (activity) slips in regards to: Riding, Horse Management and Coaching (according to accreditation level) – CEs and SSTAs only.

The course will focus on ensuring the EA Assessment standards are implemented and maintained. A combination of practical and theoretical activities will be involved. Participants will be given every opportunity to demonstrate their understanding, competency and compliance with the EA Coaching Policies and Procedures and EA Assessment principles, procedures and guidelines.

**The Program**

All candidates must attend their particular course requirements in full.

* CEs and SSTAs attend both days 1 and 2.
* Updating Coaches of all levels to attend Day 1 (morning session compulsory and afternoon session highly recommended)
* New CEs and SSTAs attend both days 1 and 2 and will be required to attend a third day of practical horse management and riding skills assessment on a date to be determined.

The course will be intensive and all participants are required to attend a combination of theoretical and small group practical sessions.

**Day 1** – General Coach Updating for Coaches of all levels – morning attendance is compulsory and afternoon attendance is highly recommended professional development. Coaches are very much encouraged to stay for the afternoon Masterclass sessions and evening.

**Day 2** – Theory and Professional Development for CEs/SSTAs

**Day 3** – **Trainee CEs/SSTAs ONLY** - Practical Assessment of Riding and Horse Management skills – to be scheduled at a future date based on number and location of trainees.

**Registration Fees**

(Including lunch/refreshments/learning materials):

**Updating**

Updating CE and SSTA $330 inclusive of GST – 2 day course

Updating Coaches of all levels $220 inclusive of GST – half day course plus professional development afternoon

**Enquiries**

Sue Birch

ENSW Office

Ph: 02 9620 2660

Email: [sue@ensw.org.au](mailto:sue@ensw.org.au) or [coaching@ensw.org.au](mailto:coaching@ensw.org.au)

**Responsibilities of CE/SSTA’s**

Coach Educator and Skill Specific Trainers & Assessor roles underpin all EA Education (Horse Management and Riding) and Accreditation (Coaching) courses. CE/SSTAs participate in educating, providing feedback and assessing candidates in accordance with the EA Coaching competency based assessment principles.

It is the responsibility of EA National and/or State Coaching Committees (or similar) to endorse the applicant’s suitability to attend the CE/SSTA Course through their involvement within the EA Coaching.

Simply attending this Course will not entitle CE/SSTA participants to be qualified as a CE or SSTA.

CE/SSTA participants will be required to “demonstrate active involvement within all aspects of the Course and be assessed as competent in assessing candidates according to the EA Coaching criteria and standards’.

CE/SSTA participants will be asked to complete written and/or verbal assessments throughout the Course and post course assessment and mentoring requirements.

It is necessary that all CE/SSTA participants be ‘active participants’ and ‘engage’ in Course discussion/activities as much as possible.

All CE/SSTA participants are required to be present for the duration of the course. CE/SSTA participants who do not attend all sessions of the course and/or do not fully participate/interact may be required to complete post-course training and assessments (at their own cost) to confirm their knowledge of the appropriate EA course content and procedures.

**Criteria for CE/SSTA Qualification**

**Note:** The EA National Coaching Committee reserve the right to endorse attendance at a CE/SSTA training courses to coaches who have not completed the criteria under exceptional circumstances or for strategic purposes.

To be a Coach Educator or Skill Specific Trainer and Assessor, an EA Coach needs to have a thorough and current knowledge of the EA Coaching standards and operations.

* Uphold the aims of the EA Coaching
* Demonstrate a thorough knowledge of the standards and requirements of the scheme
* Adhere to the EA Coaching Policies and Procedures
* Follow the guidelines stipulated in the EA Certificate / Accreditation workbooks for candidates
* Adhere to the EA Assessment principles, procedures and guidelines

**SSTAs** are endorsed and qualified by Equestrian Australia to assess Introductory Horse Management and Introductory Riding Certificates only.

**CEs** are endorsed and qualified by Equestrian Australia to assess (according to their accreditation level) Introductory, Level 1 and Level 2 Riding, Horse Management and Coaching course workbooks.

**To become an EA SSTA the Coach must meet the following criteria:**

* Must be a Level 1 or above coach who has been registered for at least 5 years within the previous 7 years.
* Be endorsed as suitable by their State Coaching Committee and/or the National Coaching Committee;
* Register and attend a 3 day EA endorsed SSTA Training course; and
* Successfully complete the SSTA course, workbook and any/all subsequent requirements
* At this course participants must be found competent to:
  + Assess candidates in the Introductory Horse Management and Introductory Riding course according to the EA Coaching competency standards
  + Demonstrate competency in assessing according to the EA Coaching assessment policies, procedures and guidelines

**To become an EA CE the Coach must meet the following criteria:**

* Be a currently registered coach
* Held registration for no less than 5 of the previous 7 years.
* Have been a registered SSTA for at least the last two (2) years
* Be endorsed as suitable by their State Coaching Committee and/or the National Coaching Committee
* Register and attend a 3 day EA endorsed CE Training course, and
* Successfully complete the CE course, workbook and any/all subsequent requirements
* At this course participants must be found competent to:
  + Assess candidates in the Introductory, Level 1 and Level 2 Horse Management, Riding and Coaching courses according to the EA NCAS competency standards
  + Demonstrate competency in assessing according to the EA NCAS assessment policies, procedures and guidelines

**Procedure to Maintain CE/SSTA Qualification**

CE/SSTA participants will be **required** to *“demonstrate active involvement within all aspects of the Course and be assessed as competent in assessing candidates according to the EA NCAS criteria and standards”.*

* CE/SSTA participants will be required to complete written and/or verbal assessments throughout the Course and pass course assessment and mentoring requirements.
* It is a **requirement** that all CE/SSTA participants be ‘active participants’ and ‘engage’ in Course discussion/activities as much as possible.
* All participants are **required** to be present for the duration of the course. CE/SSTA participants who do not attend all sessions of the course and/or do not fully participate/interact may be required to complete post-course training and assessments (at their own cost) to confirm their knowledge of the appropriate EA course content and procedures.

Simply attending this Course will not entitle CE/SSTA participants to maintain qualification as a CE or SSTA.

**To maintain their Coach Educator and Skill Specific Trainer and Assessor accreditation must:**

* Be currently registered as an EA Practicing Coach
* Attend a National CE/SSTA Update Clinic every two years
* Demonstrate they have been active as a CE/SSTA for the previous 2 years

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| **EA Coach Educator / Skill Specific Trainer & Assessor/ & Coach Update Clinics** | | | | | |
| H:\Andrea\LOGOS\Equestrian NSW Logos\EQUES_NSW_RGB.gif  Please complete this form and send with payment to:  **Equestrian NSW Office:**  **PO BOX 7077, WETHERILL PARK NSW 2164**  **Fax: 02 9620 2660 Email: sue@ensw.org.au** | | | | | |
| **Your Details:** | Name: | | | | |
| Address: | | | | |
| Suburb: | | State: | | Postcode: |
| Tel (AH): | | Mobile: | | |
| Email: | | | | |
| EA Membership Number: | | | | |
|  | Current Coaching Accreditation Level/s | | | | |
|  | | | | | |
| **Payment Details:**  (please tick) | CE/SSTA Update Clinic  (2 days) | * CE * SSTA | | **$330.00** | |
|  | New CE/SSTAs  (2 days) | * CE * SSTA | | **$330.00** | |
|  | |  |  |  | | --- | --- | --- | | Coach Update (Coaches of all levels – 1 day) | * Coach (1 day) | **$220.00** | | | | | |
| **Upon payment this form will become a TAX INVOICE for GST Purposes.**  **ABN: 17 157 619 696** | | | | | |
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| **Location:** | * **Evans Park, Glossodia, NSW -** 20-21 May 2019 * **ACT -** 3-4 June 2019 * **AELEC, Tamworth NSW -** 29-30 July 2019 | | | | |
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| **Payment details:** | ❑ Cheque ❑ Money Order ❑ Visa ❑ Mastercard  Credit Card Number: \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_  Exp: \_\_\_\_ /\_\_\_\_\_ CCV: \_\_\_ \_\_\_ \_\_\_  Card Holder’s Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | |
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| **Important Notes:** | Course fees include training resources, morning tea, lunch and afternoon tea.  Course fees are not refundable within 1 week of the course. Any cancellation request prior to this must be addressed in writing to the EA National Office ATTN: National Education Manager | | | | |
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| **Registration closes 1 weeks prior to each course.**  **Fees will not be debited or cheques cashed until acceptances have been finalised.** | | | | | |