



NCCP Guide for PTSOs

CEC has received Conditional Approval from the Coaching Association of Canada (CAC) for its two climbing-specific modules in the National Coaching Certification Program (NCCP):

- NCCP Community Initiation (1 day)
- NCCP Competition Introduction (2 days)

Note: the French translation of these modules is underway, and should be available by Fall 2023

These modules are to be delivered by the PTSOs. This document will give you an overview of responsibilities and logistics to deliver these modules. Previously distributed was [this document to help PTSOs understand the structure of the NCCP](#). For questions or specifications, we recommend consulting the CEC NCCP Operations Manual.

Responsibilities and Planning

1. Climbing Escalade Canada (NSO)
 - a. Develop and revise (as required) the Climbing Escalade Canada coach education programs and materials
 - b. Provide coach education program information to all PTSOs
 - c. Train coach developers (CDs)
2. Provincial/Territorial Sport Organizations (P/TSOs)
 - a. Promote the NCCP
 - b. Offer coach education courses as required
 - c. Coordinate the delivery of coach education courses
 - d. Provide printed materials for training
 - e. Identify coach developer candidates
 - f. Provide feedback to the CEC to help improve coach education program
3. Local Sport Organizations (LSOs) / Climbing Facilities
 - a. Identify potential coaches
 - b. Help PTSOs with delivery of coach education courses
 - c. Promote the NCCP
 - d. Provide feedback to the PTSOs to help improve the Climbing Escalade Canada coach education program

NCCP Workforce

It is the responsibility of the PTSOs to ensure they have enough current Learning Facilitators to respond to the demand in their jurisdiction. If you feel that you need more, please contact CEC to discuss a recruitment and training plan.

NCCP Leads

- The CEC Lead for NCCP is Christiane Marceau. She can be reached at ed@climbingcanada.ca

- The CAC Lead for climbing is Winston To. He can be reached at wto@coach.ca
- We kindly ask that each PTSO identify a NCCP Lead for liaison with CEC. Once you have identified this individual, please send name and email to Christiane at ed@climbingcanada.ca

Delivery of Module - Step by Step

Step 1: Identify a date, time, and location for the training

Either the coaches, the climbing gym, the Coach Developers, or the PTSO can decide that a course is needed. The PTSO is ultimately in charge of coordinating the schedule and registration with the stakeholders.

Community Initiation Module (1 day)	Competition Introduction Module (2 days)
• Workshop size: minimum of 8, maximum of 16. This may be adjusted based on the preferences of the CD running the course, as well as regional constraints • Workshop is scheduled to take 7 hours over 1 day, and can be completed in this time with short breaks and short lunches included (1 hour lunch and two 15-minute breaks (one in the morning and one in the afternoon)) • This course is designed so that 60% of the course should be in a climbing gym: ○ Morning – classroom (3 hours) ○ Afternoon – climbing environment (4 hours) • Facilities needed: ○ Classroom or climbing gym with tables and chairs. Projector and computer, WIFI access. ○ Climbing Gym. Must be available as per schedule previously listed. • Current Learning Facilitators	• Workshop size: minimum of 8, maximum of 16. This may be adjusted based on the preferences of the CD running the course, as well as regional constraints • Workshop is scheduled to take 14 hours over 2 days, and can be completed in this time with short breaks and short lunches included (1 hour lunch and two 15-minute breaks (one in the morning and one in the afternoon)) • This course is designed so that 75% of the course should be in a climbing gym: ○ Day 1 am – classroom (3 hours) ○ Day 1 pm – climbing environment (4 hours) ○ Day 2 - all day – climbing environment with access to tables and chairs (8 hours) • Facilities needed: ○ Classroom or climbing gym with tables and chairs. Projector and computer, WIFI access. ○ Climbing Gym. Must be available as per schedule previously listed • CEC Current Learning Facilitators

Step 2: Book a Learning Facilitator

CEC will maintain an up to date list of Learning Facilitators and Coach Evaluators (collectively Coach Developers). PTSOs must select from within this list. PTSOs are responsible for paying the Learning Facilitator based on the below Business Model. PTSOs and Learning Facilitators must also discuss expenses reimbursement, if any.

CURRENT Coach Developer List

What determines if a Coach Developer is CURRENT or not?

CEC will track the requirements for each Coach Developer, and will adjust the above list accordingly. Requirements are:

- Deliver one workshop every 2 years
- Attend all annual CEC Meetings for Coach Developers
- Stay current on updates to the material

Step 3: Set the cost of the module

The PTSO is responsible for setting the cost of the event and taking registrations. CEC has implemented a Business Model that outlines Fixed and Variable costs to the modules. At a minimum, the coaches should be charged for the Fixed Cost. PTSO may decide to charge coaches for the variable costs as well.

FIXED COSTS	COMMUNITY	COMPETITION
CEC Reinvestment Fee	\$25/participant	\$25/participant
LF Honorarium	\$20/participant *minimum \$200	\$35/participant *minimum \$350
TOTAL BASE COST	\$45/participant	\$60/participant

VARIABLE COSTS
Gym Rental Cost
Printing and Material
Meals (if provided)
PTSO Administration Fee
Other equipment and supplies

Step 4: Promote the event, Take Registrations, and Coordinate logistics with Learning Facilitator

PTSOs are responsible to support the logistics of delivering the training. Using your registration platform, collect coaches registrations, and send the final list to the Learning Facilitator. Coordinate with the training location to ensure material is available. Order prints of the material as directed by the Learning Facilitator.

Prints Required by Module:

DOCUMENTS	Community Initiation Module	Competition Introduction Module
Coach Workbook	37 pages Black and White, Duplex Assembled (stapled, booklets, etc)	62 pages Black and White, Duplex Assembled (stapled, booklets, etc)
Reference Material	97 pages Black and White, Duplex	n/a

	Assembled (stapled, booklets, etc)	
Evaluation Guide	n/a	25 pages Black and White, Duplex, Stapled
LTD Guide*	43 pages Black and White, Duplex Assembled (stapled, booklets, etc)	43 pages Black and White, Duplex Assembled (stapled, booklets, etc)
ADM*	17 pages Color preferred, Duplex, Stapled	17 pages Color preferred, Duplex, Stapled
Skills Manual	TBD	TBD

*printing isn't mandatory, but highly recommended. PDF can be found on the CEC Website.

[Long Term Athlete Development - Climbing Escalade Canada \(climbingcanada.ca\)](http://climbingcanada.ca)

[Athlete Development Matrix - Climbing Escalade Canada \(climbingcanada.ca\)](http://climbingcanada.ca)

Material Required:

- Classroom or climbing gym with tables and chairs
- Projector and computer
- WIFI access
- Flip Charts (post its, or tape)
- Access to climbing wall

Step 5: During and After the training

The Learning Facilitator will be the lead for this step. They have been trained in respect to delivering the course. They will support the coaches in understanding the NCCP and The Locker. Once the training is completed, Learning Facilitators must submit a Class List to CEC. CEC will record the Event in The Locker, and invoice the PTSO for the CEC Reinvestment Fee. The Learning Facilitator will then invoice the PTSO for their fee and expenses, as agreed with the PTSOs.