• Step 1: Skate Canada eLearning courses

To become a Coach Assessor in Skills, the following pre-requisites, courses and exams must be completed

NCCP Regional Coach in –Training or higher status Star 1-5 Coach Assessor Training (Certificate) STAR 6 - Gold: Introduction eLearning module STAR 6 - Gold: Skills eLearning module & Exam



• Step 2: Coach Assessor Application

Once you have successfully completed the eLearning modules and exam, submit your Coach Assessor Application to the AB/NWT/Nun Section Office

Application Form: <u>https://skatecanada.wufoo.com/forms/star-6gold-coach-assessor-in-skills/</u>



• Step 3: Mentor Assessments

National Certified Coaches are exempt from being required to complete the Coach Assessor Mentorship component in the STAR 6-Gold Skills Coach Assessor pathway in our Section.

All other pre-requisites must still be completed.



• Step 3: Mentor Assessments

Interviews and mentor assessments in the Alberta-NWT/Nunavut Section will be looked at on a case by case basis with priority given based on the need in the region and availability of Section approved mentors.



• Step 4: Interview

Once your application is received, pre-qualifications confirmed and a mentor assigned to you, you will be contacted for a telephone interview to review the mentored assessment requirements and process. Please share your Coach Assessor goals and objectives during the interview.

Practice assessments may be possible in advance of your mentored assessment. During the interview please share if thi is something you would like to participate in



• Step 5: Mentored Assessment

Upon a successful interview, a supervised assessment is required where the coach will assess a skater with a mentor observing. The timing and location of the mentored assessment will be coordinated with you.

Expenses associated with conducting the mentored assessment, such as travel, accommodation and meals are the responsibility the coach.



• Step 6: Debrief

Your Mentored Assessment Feedback and Results from the Mentor following the post assessment debrief will be provided to you.

If the result of your mentored assessment recommends further training in order to receive the promotion, your mentor will provide suggestions and identify next steps.

Once you have successfully completed your Mentored Assessment, submit the signed form along with the application for promotion (the link will be provided to you by the Section Coach Coordinator when a mentor has been assigned).



• Step 7: Promotion

Your promotion request will be reviewed by the Section and if approved forwarded to Skate Canada for final approval.

Once promotion is granted

✓Your Home Club and Region Board will be notified of your promotion.

✓Your Skate Canada membership will be updated with your Coach Assessor in Skills designation.

✓You are eligible to complete STAR 6-Gold Skills Assessments for any skater in the Section.

✓You will be added to the Section STAR 6-Gold Skills Coach Assessor Directory

✓Your permission will be required to have you listed on the Section Public Directory



Submit STAR 6-Gold Skills Coach Assessor Application Form to Section Office

Section Coaching Coordinator reviews application and verifies prerequisite qualifications are completed Qualified Mentor is assigned to the Candidate and an assessment day is scheduled (National Certified Coaches exempt from needing mentored assessment)

Candidate attends the assigned mentored assessment opportunity with the Mentor Pre-brief meeting scheduled & held between Mentor and Candidate

Mentor sends introduction email to Candidate

Mentor completes comments and evaluation ratings on the Mentored Assessment Rubric during the assessment

Mentor conducts post assessment debrief with the candidate in person Mentor & Candidate sign the completed Rubric and a signed copy of the Assessment Rubric is given to candidate

Promtion granted, candidate is qualified Coach Assessor Candidate is successful and submits to Section Office Coach Coordinator completed signed mentor assessment, and completes Coach Assessor promotion request form

Mentor notifies Section Coaching Coordinator of outcome, Section records the information and waits for the candidate to submit application for promotion