



DEVELOPMENT COACH CONTEXT

COACH EVALUATION PACKAGE

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PARTNERS IN COACH EDUCATION

The National Coaching Certification Program is a collaborative program of the Government of Canada, provincial/territorial governments, national/provincial/territorial sport organizations, and the Coaching Association of Canada.



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A photograph of a female coach in a white cap and dark jacket smiling and talking to a group of young athletes in red jerseys. The athletes are huddled together, with their arms around each other. The background is a clear blue sky with some green foliage on the right side.

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1 - Contents and Purpose of the Evaluation Package

This Evaluation Package covers the procedures, requirements, tools, and standards that will be used in the **Development Coach** certification process.

It provides all the information you need to complete the process successfully.

The present document is divided into various sections that deal with the following topics:

- Requirements for the Certification of Development Coaches
- Details of the Evaluation Process
- Debrief with the Candidate at the end of the process
- Re-evaluation process and Appeals

2 - Development Coach Pathway

The diagram on the following page summarizes the training and certification pathways coaches in the *Development* context must follow.

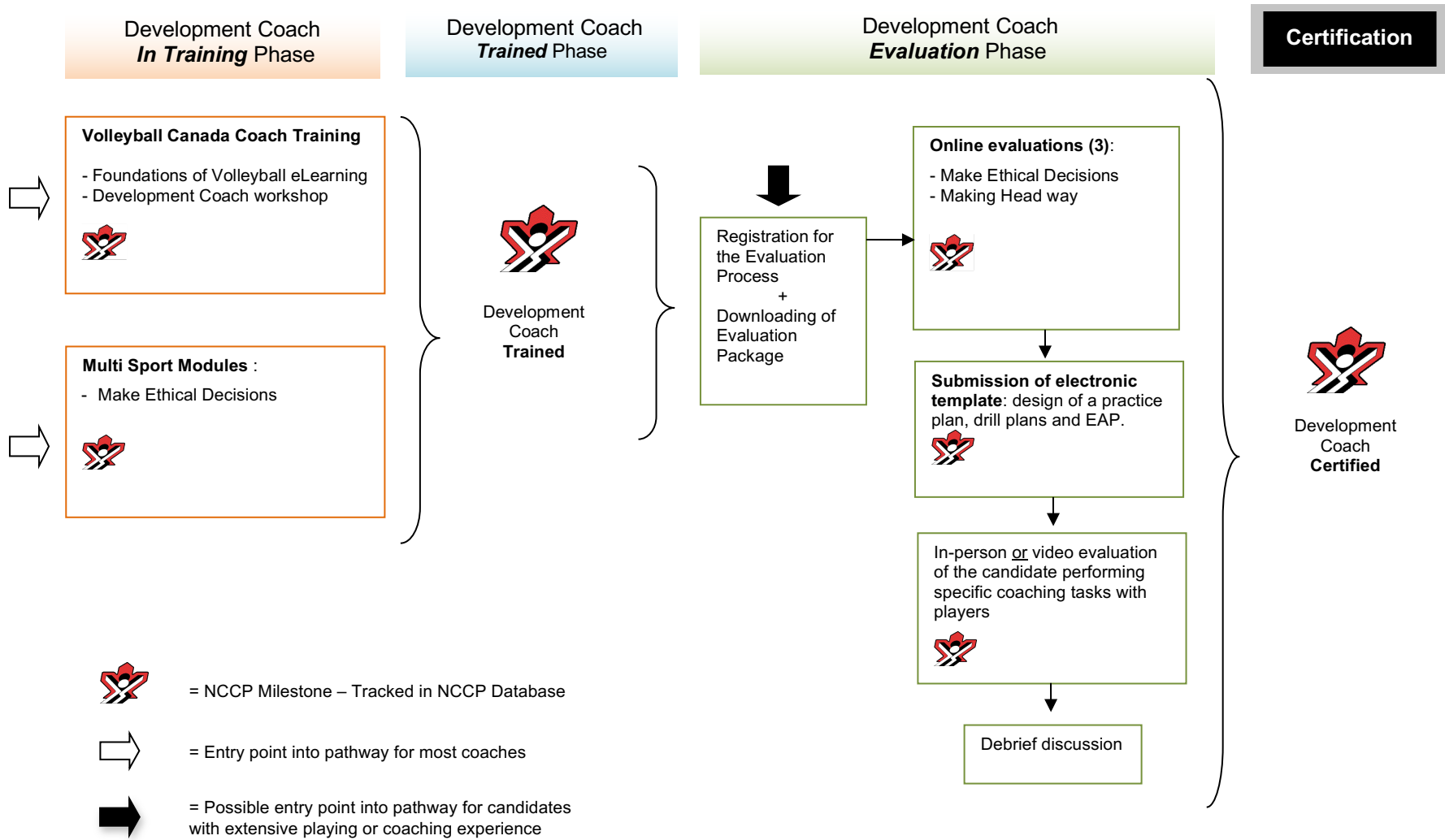
This document focuses on the Evaluation process.

3 - Online Registration

Registration for the evaluation process is done online.

Click [here](#) and log in to access the online registration web page.

Development Coach Training and Certification Pathway



4 - Overview of the Certification Requirements

In order to be certified, *Development* coaches must successfully complete five (5) evaluation requirements, which are summarized in the table below.

Table 1 – Summary of the multisport and volleyball-specific certification requirements for the *Development Coach* context.

Multisport		Requirements: The coach must...
Make Ethical Decisions (MED)	1.	Successfully complete the online MED evaluation developed by the Coaching Association of Canada.
Making Head Way	2.	Successfully complete the online Making Head Way generic module developed by the Coaching Association of Canada.
Volleyball-Specific		Requirements: The coach must...
Plan a Practice	3.	Produce a practice plan that meets Volleyball Canada’s standards in terms of structure, contents, as well as characteristics and duration of activities, and produce an EAP. Submission format: EXCEL template sent by the automated coach education system or your Evaluator.
Analyzing Performance & Support to Athletes in Training	4.	Successfully detect and correct errors. This evaluation assesses Basic Indoor skills. Effectively apply the NCCP teaching process and Volleyball Canada’s methodology for the integrated development of cue reading, decision-making, and technical execution when teaching Volleyball skills and tactics. Evaluation format: Submission of videos or in-person evaluation.

Important Notes:

- Successfully completed certification requirements will appear on the coach’s NCCP transcript.
- In the above table, the requirements that are shaded must be completed online, and are marked automatically by the system (i.e., no. 1, 2).
- Volleyball-specific certification requirements number 3 must be successfully completed before a coach can proceed to requirement 4.
- Certification requirement 3 (Plan a Practice) must be submitted using the electronic template. An Evaluator will mark this requirement.
- Certification requirements number 1 and 2 are not volleyball-specific and can be completed at any time during the process; however, they must be completed successfully before a coach can proceed to requirement 4.
- Certification requirement number 4 must be completed **last**.
- Upon completion of the last certification requirement, a debriefing session must take place between the Coach and the Evaluator.

5 - Certification Requirements – Details and Procedures

This section provides a description of each certification requirement and outlines the format as well as the procedure that must be followed to complete it.

5.1 - Make Ethical Decisions (MED) - Multisport

Evaluation format: Online evaluation.

Coaches must successfully complete the [Make Ethical Decisions \(MED\) online evaluation](#) developed by the CAC. This is an NCCP requirement for all sports.

If a coach has completed the MED training, and it appears on his or her transcript, he or she will have *unlimited* attempts at the MED evaluation, at no cost.

If a coach chooses to proceed directly to the MED evaluation without taking any training:

- A fee of \$85 will apply.
- The coach will have 2 attempts at passing the evaluation. If, after 2 attempts, the coach has not received a passing grade of 75% or better, he or she will need to sign up for MED training.

To register for the MED online evaluation, coaches must [log-in to The Locker](#) and select the “eLearning” option from the drop-down menu on the right hand side of the screen.

5.2- Complete the Making Head Way Online Module (Multisport)

Evaluation format: Online evaluation.

Coaches must successfully complete the **generic version** of the *Making Head Way* online module developed by the CAC. This is an NCCP requirement for all sports.

To register for the free *Making Head Way* online module coaches must click [here](#), select the generic option, and then login to the Locker.

5.3 - Plan a Practice (portfolio)

Evaluation format: Submission of a [Google Sheet](#) file to a “Trained” Development Coach Evaluator.

Evaluation tasks: For this requirement, coaches must produce a practice plan that:

- (1) Meets Volleyball Canada’s standards in terms of structure, contents, as well as characteristics and duration of activities; and
- (2) Complete an Emergency Action Plan (EAP)

5.4- Provide Support to Athletes in Training & Analyzing Performance

Evaluation format: In-person observation or submission of videos showing the coach in action while completing a series of tasks during practice. For more information on how to produce and submit videos, refer to the Volleyball Connect Learning Space.

Important Notes:

- A “Trained” Development Coach Evaluator marks this requirement.
- You must have successfully completed requirements 1 to 3 before you can proceed to this one.
- Videos submitted must meet the guidelines developed by Volleyball Canada relative to format as well as to image and sound quality in order to be acceptable.
- Athletes involved during this evaluation requirement must be of an adequate age group and level of experience and be at a stage where they can work on basic skills and tactics (see lists in Tables 2 and 3 under requirement number 5.3).

Evaluation tasks: As part of certification requirement no. 4, you must perform the tasks that are described in the table on the following page.

Table 4—The coach must demonstrate the tasks listed below. The Coach and the Evaluator should discuss the tasks and the skills/tactics that are most appropriate, given the season's timing and the players' status.

Evaluation Tasks	Format	Duration
Warm-up*	Low impact, safe activities that use a ball and the net, Core and joint stabilization activities	10 min
Speed Work*	5 second bursts of speed, full recovery, then repeat.	5 min max
Acquisition Drill	<p>You must choose one of the basic Volleyball skill or tactics listed in Table 2, and a related drill. You must:</p> <ul style="list-style-type: none"> • explain and demonstrate the skill consistent with the guidelines of the NCCP teaching process (1-3 min) • apply correctly the guidelines/principles of Volleyball Canada's Acquisition Drills. • let the player(s) practice for a while (5 min) • provide feedback to the player(s) consistent with the evaluation forms • Load the drill if necessary or add a variation 	10-12 min max
Individual Tactics OPTIONAL	<p>You must choose one of the basic Volleyball skill or tactics listed in Table 2, and a related drill. You must:</p> <ul style="list-style-type: none"> • explain and demonstrate the skill consistent with the guidelines of the NCCP teaching process (1-3 min) • apply correctly the guidelines/principles of Volleyball Canada's Individual Tactics drills • let the player(s) practice for a while (5 min) • provide feedback to the player(s) consistent with the evaluation forms • Load the drill if necessary or add a variation 	10-12 min max
Team Tactics	<p>You must choose from the basic Volleyball skills or tactics listed in Table 2, and related drills. You must:</p> <ul style="list-style-type: none"> • explain and demonstrate the skill consistent with the guidelines of the NCCP teaching process (1-3 min) • apply correctly the guidelines/principles of Volleyball Canada's Team Tactics (Simulated Play) drills • let the player(s) practice for a while (5 min) • provide feedback to the player(s) consistent with the evaluation forms • Load the drill if necessary or add a variation 	10-12 min max

- *If the coach is filming the practice using a free Zoom account, which has a maximum meeting time of 40 minutes, please do not film the warm-up and speed work. Instead, film only the drills.*

Analyzing Performance (Basic Skills)

Evaluation format: Online or in-person evaluation, marked by a Volleyball Canada Evaluator as part of the above Support to Athlete in Training evaluation.

Evaluation task: Coaches must successfully detect and correct errors in athletes who are performing basic skills and tactics. Aspects such as cue reading, decision-making, and execution must be analyzed. Coaches must apply Volleyball Canada’s performance analysis model.

Table 2 - Indoor Basic Skills & Tactics

Basic Skills (Indoor)	
Serving	Standing float
	Jump Float
	Jump Float - Step
	Spike Serve - Power
Passing	Forearm pass for the above serves
Overhead pass (volley)	Free ball pass
	Non-setter 2nd ball set
Setting	14 (High Ball)
	73 (Back Set)
	51 (Quick Attack)
	<i>*Backcourt sets (A,B,C)</i>
	<i>*Combinations (X's and Tandems)</i>
Attacking	Line
	Cross-court
	Tip
	51 (Quick Attack)
Blocking	Middle movements
	Outside blocker movements
Defending	Basic dig
	<i>*Ball Pursuit and Retrieval</i>
	<i>*Overhead Dig</i>
	<i>*Dive</i>
	<i>*Roll and/or Sprawl</i>
	<i>*Pancake</i>

**Not an evaluation requirement for Development Coaches*

Table 3 - Beach Basic Skills & Tactics

Basic Skills (Beach)	
Serve	Float
	Jump Float
	Jump Spin - Power
Pass	Forearm Pass
Set	Hand Setting from Reception
	Bump Setting
	Back Setting
Attack	Hard Driven: Straight Ahead
	Hard Driven: Cross body
	Hard Driven: Away from body
	Off-Speed: Low Roll (short)
	Off Speed: High Roll (deep)
	Off-Speed: Pokey
Block	Blocking Line: Peel
	Blocking Line: Block
	Blocking Line: Block & Dig
Defence	Hard Driven: Forearms & Fingers
	Off Speed: One hand pokey
	Off Speed: Double Axe Handle
	Off Speed: Overhead Flat Hand
	Off Speed: Chase (dive)

6 - Certification Standards: Criteria and Evidences

Competency standards for certification are based on **outcomes**, **criteria**, and **evidences**:

- **Outcomes** describe what coaches are expected to *be able to do*.
- **Criteria** describe *what will be evaluated within a given outcome*. Criteria are Volleyball-specific, and there may be several criteria evaluated for a given outcome.
- **Evidences** describe *what the Evaluator must see* to confirm the attainment of a given criterion.

The tools and forms used by the Evaluator throughout the certification process reflect the standards that are expected for each program outcome. Click [here](#) to access the evaluation forms used by the Evaluator.

7 - Debrief Following Completion of the Support to Athletes in Training Evaluation Requirement

After you complete the Support to Athletes in Training requirement, you and the Evaluator will have a discussion. This can take place either in person or online. The purpose of the debrief session is fourfold:

- 1- This will allow you to reflect on and talk about how the activities with the athletes went.
- 2- To discuss your performance and allow the Evaluator to provide feedback on what he/she observed, including criteria met and evidence observed.
- 3- To clarify any evidence not observed during the in-person or video review.
- 4- Allow you and the Evaluator to develop an Action Plan for your ongoing professional development.

The debrief should last 30 to 60 minutes, and it should include developing an Action Plan for your continued professional development.

For more information about the debrief, click [here](#).

7.1 - Action Plan

The final step in the evaluation involves the Evaluator discussing with you and producing an action plan for ongoing professional development.

The action planning should assist you in establishing short-term and long-term goals as well as the sequence of activities to accomplish such goals.

For more information about the action plan, click [here](#).

At this stage, the Evaluator will submit the Action Plan to Volleyball Connect. The system should then submit your certified status to the Locker database within 24 hours.

8 - If improvement is needed...

In the event of an unsuccessful evaluation, the Evaluator will provide clear indications of areas needing improvement and the procedure for re-evaluation. Depending on the specific areas where certification standards were not met, you may only need to re-submit certain parts of the evaluation.

Please note that additional fees may apply. Typically, these fees will reflect the estimated time required by the Evaluator to review the evaluation segments where certification standards were not met.

If the evaluation is unsuccessful, coaches can choose to resubmit the required work to the same evaluator or request that another evaluator be assigned.

9 - Appeals

A coach may appeal an unsuccessful evaluation by following the procedure established by the Provincial/Territorial Volleyball Association. The coach must submit the appeal within three (3) months of the date of the evaluation event being contested.

The cost of an appeal is \$100.00 for the coach candidate, payable to the Provincial/Territorial Volleyball Association.

For more information about the appeal process, click [here](#).