



COACH DEVELOPMENT GUIDE

Training and Certification Checklist

Coach Information

Coach Name:

Coach Date of Birth:

Current Club of Employment:

Current Supervisor:

Mentor Coach(es):

NCCP Number:

GO Number:

This document is for individual and/or club tracking purposes only.
This document should not be submitted to Gymnastics Ontario.

Pre-NCCP Training Checklist

1. Gymnastics Ontario Member (CIT or Coach role)
2. Create [NCCP Locker Account](#)
3. CAC [Safe Sport](#) eLearning Module
4. Review the [Foundations Pathway Document](#)

(This document will outline what you are able to coach at each step of training)

Gymnastics Foundations Training Checklist

1. [Foundations Theory](#) COURSE (can be taken before or after Foundations Introduction)
 - o [Emergency Action Plan](#) eLearning Module
 - o [Making Ethical Decisions](#) Online Evaluation
2. [Foundations Introduction](#) COURSE (can be taken before or after Foundations Theory)
3. [Foundations Discipline Specific](#) COURSE (Artistic/TG/RG/Active Start)

** Repeat Step 3 to be Trained in additional disciplines

Congratulations! You are now Foundations Trained.

(Don't forget to Check your Locker Transcript to ensure that your courses are accurately reflected – can take up to 30 days!)

Gymnastics Foundations Certification Checklist (Certification is optional)

1. Fill Out [Evaluation Guide](#) in Full
2. Submit Evaluation Guide to Trained NCCP GF Evaluator
3. Portfolio Debrief with Evaluator(s)
4. Lesson Observation and Debrief with Evaluator(s)
5. Sign and Submit Required Pages to Gymnastics Ontario
(must be a minimum of 16 years old)

Congratulations! You are now Foundations Certified.

Maintenance Cycle Requirements: 10 PD Points ([Click here](#) for More Information)

Review Required Before Competition 1

1. Completed Foundations Checklist (Trained or Certified Status Accepted)
(Must be in the same discipline)

Competition 1 (Introduction) Training Checklist

1. [Competition Introduction Theory Course](#) (can be taken before or after Technical course)
2. [Competition 1 \(Introduction\) Technical Course](#) (MAG/WAG/TG/RG/ACRO)
**Repeat Step 2 to be Trained in additional disciplines
3. [Respect in Sport](#)
4. [Make Ethical Decisions and Safe Sport Training](#)

Congratulations! You are now Competition 1 (Introduction) Trained.

Time to Apply for a Digital Coach ID

1. Make sure that you meet minimum requirements to apply (listed above)
2. Ensure that your Locker Transcript accurately reflects your NCCP Coaching Credentials
3. Take a clear photograph of yourself with a white background from the shoulders up
4. [Submit Application](#) for your Digital Coach ID
(allow up to 5 business days for processing)

Competition 1 Certification Checklist

(Certification must be completed to move onto Competition 2)

1. Review Guidelines for Success and Complete [Coach Portfolio](#)
2. Submit Coach Portfolio to Trained NCCP C1 Coach Evaluator
3. Portfolio Debrief with Evaluator(s)
4. Observation in Training and Debrief with Evaluator(s)
5. Sign and Submit Required Pages to Gymnastics Ontario
**Repeat steps 1 – 5 to become Certified in additional disciplines

Congratulations! You are now Competition 1 (Introduction) [Certified](#).

Maintenance Cycle Requirements: 20 PD Points ([Click here](#) for More Information)

Review Required Before Competition 2

1. Completed Competition 1 Checklist (Certified Status)
(Must be in the same discipline)

Competition 2 (Introduction Advanced) Training Checklist

1. [Competition 2 \(Introduction Advanced\) Technical Course](#)
** Repeat Step 1 to be Trained in another discipline

Congratulations! You are now Competition 2 (Introduction) Trained.

Competition 2 (Introduction Advanced) Certification Checklist

(Certification must be completed to move onto Competition 3)

1. Review Guidelines for Success and Complete Coach Portfolio
2. Begin Filming Skills [Evaluation Videos](#)
3. Complete Coach Evaluation Package
4. Submit Coach [Evaluation Package](#) to a C2Coach Evaluator
5. Portfolio Debrief with Evaluator(s)
6. Video Presentation and Debrief with Evaluator(s)
7. Sign and Submit Required Pages to Gymnastics Ontario
** Repeat Step 1 – 7 to be Certified in additional disciplines

Congratulations! You are now Competition 2 (Introduction Advanced) Certified.

Update Digital Coach ID

1. Ensure that your Locker Transcript Accurately Reflects your NCCP Coaching Credentials
2. [Submit Application](#) for an Updated Coach ID
(Allow up to 5 business days for processing)

Maintenance Cycle Requirements: 20 PD Points ([Click here](#) more information)

Review Required Before Competition 3

1. Completed Competition 2 Checklist (Certified Status)
(Must be in the same discipline)

Competition 3 (Development) Theory Training Checklist

1. [Psychology of Performance](#)*
2. [Manage a Sport Program](#)*
3. [Managing Conflict](#)*
 - o [Managing Conflict Online Evaluation](#)
4. [Coaching and Leading Effectively](#)*
5. [True Sport Clean 101](#) or [Leading Drug Free Sport](#)*
 - o Leading Drug Free Sport Online Evaluation
(Only if you have selected Leading Drug Free Sport option)

Comp Dev. Theory modules are not offered by Gymnastics Ontario.
Register through Coaches Ontario or any other [P/TCR](#).

Competition 3 (Development) Technical Training Checklist

1. [Competition 3 \(Development\) Technical](#) Course
** Repeat Step 1 to be Trained in additional disciplines

Congratulations! You are now Competition 3 (Introduction) Trained.

Competition 3 (Development) Certification Checklist

1. Submit [Evaluation Guide](#) to NCCP Comp 3 Coach Evaluator
2. Portfolio Debrief with Evaluator(s)
3. Competition/Podium Training Observation and Debrief with Evaluator(s)
4. Sign and Submit Required Pages to Gymnastics Ontario
Congratulations! You are now Competition 3 (Development) Certified.
(Certification must be completed to move onto Competition 4)
5. Don't Forget to Update Your [Digital Coach ID](#)!

Maintenance Cycle Requirements: 30 PD Points ([Click here](#) for more information)

Recommended Professional Development

e-Learning Modules in The Locker

- <https://thelocker.coach.ca/onlinelearning>

Webinars (no PD points awarded for viewing recordings)

- Attend a Live Webinar offered by Gymnastics Ontario

External Recommended Modules

- Respect in Sport
- Commit to Kids
- True Sport Clean 101
- True Sport Values – Based Coaching

Additional Professional Development Opportunities

- Self report active coaching status annually
- Take any NCCP course
- Complete a Coach Evaluation
- Attend a Judging course
- Actively Judging each year (3+ hours)
- Attend annual conference for GFA, MAG, WAG, TG, RG or Acro
- Attend training camp for GFA, MAG, WAG, TG, RG or Acro
- Become a Coach Developer (Evaluator and/or Learning Facilitator)
- Attend Gymnastics Ontario or USAG National Congress