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CYA Development Coach Program Candidate and Mentor Selection Policy Fall 2011

Overview

The Development Coach Program (DCP) will require a Selection Committee to approve both coach candidate and mentors.

DCP Selection Committee

The mandate of the DCP Selection Committee is to:

- a) Select DCP candidates annually from a pool of PSA-nominated candidates as per the DCP Candidate Selection Criteria.
- b) Select DCP mentor coaches from a pool of potential mentors as per the DCP Mentor Coach Selection Criteria

The Committee shall be composed of no less than 3 members (and no more than XXX members), including the Selection Committee Chair, and shall represent all three Regions whenever possible (East, Central, West).

Committee members shall be available to meet (likely online) between Nov. 15 and Dec. 15 each year to receive CYA-collected applications and conditionally select coach candidates and mentor coaches to the upcoming year's program.

Committee members should also be available to meet (likely online) an additional 3 times per year as selection decision needs arise.

The DCP Review Team recommends that DCP LFs are "required" to join the DCP Selection Committee after Year 3

DCP Coach Candidate Selection

The CYA Development Coach Program is limited to 12 coach candidates annually (although in the year prior to the Canada Summer Games a second cohort of up to 12 will be considered). This is partially due to the limited amount of required quality mentoring opportunities available



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post-DCP Course, partially due to the desire to maintain a high level of quality within DCP coaches themselves, and partially because this is the expected capacity of the Canadian sailing system. **To be revisited every 4 years.**

Note PSA E.D.s cautioned against limiting course size due to funding formulas, and also requested contingency plans be drawn up for years where less than 8 suitable DCP candidates would be chosen.

DCP Coach Candidate Application

The DCP Coach Candidate Application will include:

- A collection of basic information (Name, contact info, experience, etc)
- Proof of competency in relevant racing experience (typically at a national level of higher championships recognized by an MNA or ISAF) - as per the DCP prerequisites
- A letter of intent from the candidate explaining why they are taking the course, what they will do with their DCP training in the upcoming year, and what preparation they are currently taking to get prepared for the course (i.e. PCOC, coaching alongside an existing qualified coach).
- Reference letters (min. 1 from a previous coach at or above the DCP level).
- A letter from the PSA endorsing the candidate, including an explanation of why the candidate has been endorsed.

***Expectations of a successful Application shall be posted on the CYA website along with a blank application form.

Candidate Selection Criteria

The best 12 candidates will be selected based on the merits of their application (**and an over-the-phone interview?**). Fair regional representation will also be considered, although one athlete per province is not required to be selected.

Note: The Review Team also discussed fair representation by gender, disability, and class, which are not included in the selection criteria as simply the best coaches, regardless of gender, disability, or boat class are desired. The only additional consideration to “Best coach” is fair regional representation.

Coach Candidate Selection Process

Sept 15-Nov 15

DCP Coach Candidates submit their application to PSA
PSA endorse appropriate applications and submit to CYA



Nov 15-Dec 15	DCP Selection Committee selects 12 DCP Candidates for the upcoming year on condition that prerequisites are fulfilled prior to the DCP Course. A reserve of suitable candidates may be selected to replace non-compliant candidates originally selected.
Dec 15	All candidates who have made an application will be notified of the status of their selection.
Feb. 28	Candidates who may be having difficulty finding or completing prerequisites in their area are required to notify CYA of such difficulties by this date to apply for a temporary reprieve (assuming a May course).

DCP Mentor Coach Selection

Mentor Coach Eligibility Criteria

- Must be accredited at or above the DCP level
- Must have demonstrated the criteria on the DCP 75-point Checklist
- Must indicate their desire to be a mentor through a letter of intent
- It is recommended the mentor coach be currently actively coaching sailing
- It is recommended that the mentor pool include CST coaches

Mentor Coach Expectations

- Can participate in a one-day or less of mentor training, (likely online)
- Can receive an initial phone call from a coach candidate
- Can keep in contact with coach candidate 1x per month minimum (candidate must also show initiative in keeping contact)
- Expected to demonstrate to the candidate the skills on the checklist (likely through their existing coaching schedule)
- Expected to observe, assess, and evaluate the candidate as per the skills checklist
- An additional expectation to mentors who are LFs of the course is that they need to set aside 3-4 days for DCP Course preparation

Mentor Coach Selection Process

- A pool of suitable mentor candidates shall be collected by the DCP Selection Committee
- Regional representation shall be pursued in the collection and maintenance of the mentor pool by the DCP Selection Committee



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- A minimum of 6 Mentors shall be available per year (maximum two coach candidates per mentor)
- **Coach Candidates may select their Mentor from the pool prior to the DCP Course.** Coach candidates must select their Mentor no later than 3 weeks after the final day of the DCP Course. DCP Course LFs may assist Coach Candidates in selecting a mentor coach during the DCP Course exit interview.

Mentoring and Evaluation Process

- Candidate Self-Assessments will be encouraged at the course and will be used to compare to LF assessments in the final exit interview at the end of the course. Informal candidate performance reviews are also encouraged to be pursued by LFs and candidates during dinners.
- LFs assess coach candidates at the end of the course, only pass/fail –ing on professionalism and safety items on the checklist. Candidates who pass are given “Trained” status and have access to CYA Instructor Insurance.
- Candidates choose Mentor from the pool and contact their Mentor within 3 weeks
- Candidates witness their Mentor in action on all 8 Modules
- Mentor evaluates Candidate based on 75-point Checklist
- Mentor submits completed documentation to CYA, indicating “Certified” (complete), or still “Trained”. This documentation will include when/where/how the mentoring & evaluation was conducted.
- Candidates have 13 months to move from “Trained” to “Certified” before their “trained” status expires.

Other Potential Ideas were:

- to have “blind checklists” between LFs and Mentors to provide a check and balance
- Mentor coaches are allowed to bring Coach Candidates to CST camps
- creating a “Fraternity of coaches”
- Mentor evaluation topsheet only (“trained”, “certified”, “not covered”)

Mentor Compensation

Mentors will receive \$500CAD (either directly or to their employing organization) for each coach candidate they work with per year, to a maximum of two candidates.