



**BC SOCCER**

**Learning Facilitator Program**

*A Component of BC Soccer's Coaching Education Framework*



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# 1. Introduction

## a. Background

The Learning Program was designed as a key component of BC Soccer’s commitment to provide coach education training for all soccer coaches across British Columbia. The program is aimed at supporting BC Soccer’s member organizations and its affiliate clubs to meet the demand of training coaches across the province in every region and soccer communities. Over the last 10 years, BC Soccer has trained over 120+ individuals across British Columbia.

## b. Purpose

In 2016, BC Soccer introduced a minimum coach certification requirement in its [rules and regulations](#) for all youth head coaches. With the increased volume of coaches requiring coach training, BC Soccer initiated a call to action to work with its member organizations and developed an ‘In-Club’ coach training model to meet this demand. The vision was and still is to empower each organization to designate and endorse technical leads who can be trained by BC Soccer to become qualified to deliver [Canada Soccer Grassroots Coach Education](#) courses to their coaches.

## c. Overview

BC Soccer accepts application requests from individuals interested to become trained as an ‘In-Club’ Learning Facilitator. Applicants must be endorsed by a club official (Executive Director or Club President) with the understanding that once training has been completed, this individual will be responsible for coordinating and delivering coach training to the respective organization according to its needs.

Applicants must first submit a cleared **Vulnerable Sector Criminal Record Check** in compliance with BC Soccer Rule 17 to start the process and must have a minimum **C Licence Certified** status or higher within the Canada Soccer [Advanced Coach Education Program](#). New applicants are required to have a valid Canada Soccer Licence issued as of 2016 when the overall coach education curriculum had been updated.

## Training Cost

As per Canada Soccer and BC Soccer, approved candidates need to complete various training requirements and some of these are offered by 3<sup>rd</sup> party affiliated organizations. An example would be the National Coach Certification Program (NCCP) modules, the Respect in Sport Activity Leader program, etc. and candidates are responsible for these costs. All other content-specific soccer training that is required and delivered by BC Soccer, is **FREE** of charge. See training costs under the ‘service’ section.



## 2. Learning Facilitator Program

### a. Application Process

BC Soccer seeks to accept applications from individuals who have been designated and endorsed by any BC Soccer member organization and/or affiliate club. Interested candidates who are in good standing with BC Soccer need to meet the following minimum criteria to apply:

Applicants must first submit a cleared **Vulnerable Sector Criminal Record Check** in compliance with BC Soccer Rule 17 to start the process and must have a minimum **C Licence Certified** status or higher within the Canada Soccer [Advanced Coach Education Program](#). New applicants are required to have a valid Canada Soccer Licence issued as of 2016 when the overall coach education curriculum had been updated.

Once the Criminal Record Check has been cleared, you will be sent an application form to complete. BC Soccer will review your application and verify the club endorsement prior to proceeding. Approved applicants will be provided access to the training requirements available online and listed below.

Applicants can request to share their CRC information by emailing BC Soccer by referencing LF Program Application in the subject line at [crc@bcsoccer.net](mailto:crc@bcsoccer.net).

### b. Service

Successful applicants will begin the training process by completing the following requirements:

Type	Description	Time	Cost
<b>NCCP</b> Core Training for Learning Facilitators	This training teaches candidates how to facilitate a positive learning environment by understanding the nature and stages of group development and instructional course design.	6 hours	\$125
<b>NCCP</b> Making Ethical Decisions Online Evaluation Module	This module equips individuals to handle ethical situations with confidence and identify the legal, ethical, and moral implications in situations that present themselves in sport.	1 hour	\$85
<b>Respect in Sport</b> Activity Leader Program	This program educates sport leaders how to recognize, understand and respond to issues of bullying, abuse, harassment, and discrimination (BAHD).	3 hours	\$30
<b>Canada Soccer</b> Content-Specific Soccer Training	Learning Facilitators oversee the training of many coaches and need a strong understanding of the Grassroots coaching model by completing the online theory modules for Active Start, Fundamentals, Learn to Train and Soccer for Life.	4 hours	\$100
<b>BC Soccer</b> Administration System Training	Understanding the main functions of BC Soccer's course management platform called Coach Centre is key to coordinating course requests which include tools for viewing class lists, communication and marking class attendance.	1 hour	Free
<b>BC Soccer</b> Online Training Modules	Quality assurance is important to us and to equip facilitators with the right tools, it helps us deliver our courses with more consistency focusing on transformational leadership, practice theory, non-linear pedagogy and methodology.	3 hours	Free
<b>Total:</b>		<b>18 hours</b>	

*\*Per Learning Facilitator*

**c. Outcomes**

Candidates who have successfully completed the training requirements will begin to put theory into practice. To ensure a smooth transition, we pair up these individuals with an experienced Learning Facilitator to co-deliver with during their first live course. We also introduce a video annotation tool that helps provide an innovative way of providing self-reflection opportunities and mentor feedback on performance by capturing video of the facilitator in action during their course. In this way, we can provide specific feedback to support an individual’s progress and continue to work towards consistency across all our TEAM of Learning Facilitators. Quality assurance is important to us and to coaches who experience BC Soccer coaching courses. Performance feedback and facilitator self-reflection is key to understanding and developing within the following evidence criteria:

- Structuring and managing the training environment appropriately.
- Facilitating the achievement of learning outcomes.
- Displaying appropriate communication and leadership to enhance coach learning.
- Managing group tasks to optimize learning.

BC Soccer’s Master Coach Developer works with the newly trained Learning Facilitator to complete the final steps of this transition in a mentorship capacity:

- Developing an action plan for the first co-delivery.
- Preparing to capture audio/video footage.
- Submitting the footage for an evaluation review, feedback, and facilitator self-reflection.

The video evaluation process has been extended to all BC Soccer Learning Facilitators primarily to support their development, to provide ongoing training and to ensure quality assurance across all our team of facilitators. This service includes the following:

Type	Description	Time	Cost
BC Soccer Learning Facilitator Video Evaluation	Learning Facilitators capture audio/video footage during a live course, then submit the file to BC Soccer for an evaluation review, feedback, and facilitator self-reflection. Evidence includes interacting, demonstrating and debriefing techniques.	1 hour	Free
<b>Total:</b>		<b>1 hour*</b>	

*\*Per Learning Facilitator*

Upon completing the Learning Facilitator Program training components, as a successful candidate you will:

- ✓ Have had access to over 18 hours of training, support, and feedback.
- ✓ Gain an Active Status as a BC Soccer Learning Facilitator.
- ✓ Be given the opportunity to be evaluated in support of your ongoing development.
- ✓ Be remunerated by BC Soccer for delivering workshops.
- ✓ Receive BC Soccer issue Adidas Learning Facilitator apparel.
- ✓ Understand ethics, facilitation techniques and group development dynamics.
- ✓ Be a part of a culture that teaches and inspires coaches across British Columbia!



### 3. References

#### a. Coaching Development



Rob Csabai  
Manager of Coaching Development  
Canada Soccer 'A' License Coach  
NCCP Master Coach Developer



Connor Smith  
Soccer Development Administrator  
Coach Centre Technical Support

#### b. Researched Articles

Appelbaum, S. H., Habashy, S., Malo, J., & Shafiq, H. (2012). Back to the future: Revisiting kotter's 1996 change model. *The Journal of Management Development*, 31(8), 764-782. doi:10.1108/02621711211253231

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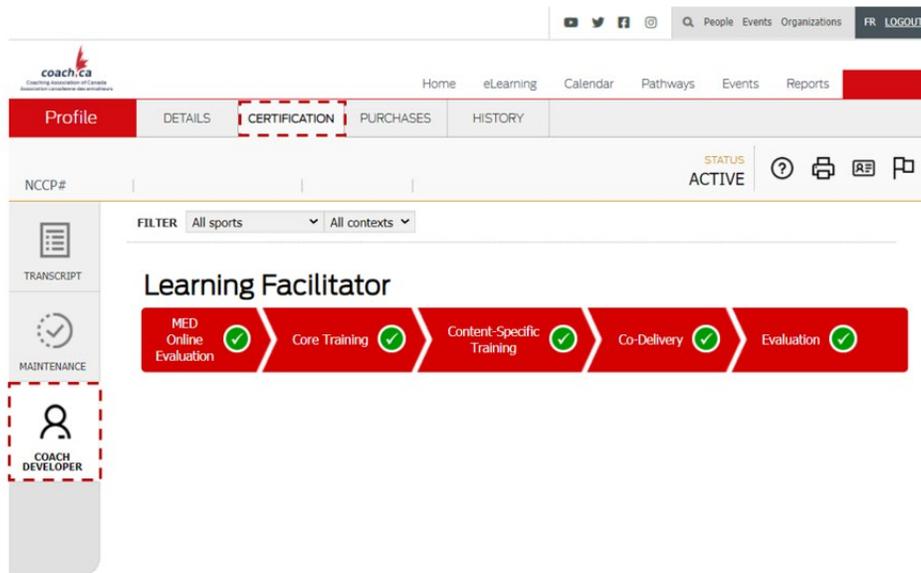
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## 4. Appendix

The following provides supporting and background information.

### a. Learning Facilitator Pathway

The BC Soccer Learning Facilitator pathway begins with interested individuals who want to be a part of coach education with the goal of inspiring coaches in the game of soccer. Candidates who are endorsed by their organization can start on their journey. As individuals begin their induction process, they are considered **'In-Training'** and once they have completed the requirements, they are considered **'Trained'**. These individuals begin to put the theory into practice by co-delivering on their first occasion during a live course with an experienced mentor. Learning Facilitators who have demonstrated their long-standing commitment to coach education through their years of service and consistently have demonstrated competency are well on their way to becoming **'Certified'** as a Learning Facilitator through the evaluation process obtaining a designation in the National Coach Certification Database (NCCP) - Coaches Association of Canada.



### b. Stages of Group Development

Facilitation is an art. Coaches who sign up for courses have different reasons for participating. A Learning Facilitator will experience coaches displaying a wide spectrum of behaviours, so it is important to understand the dynamics of group development.

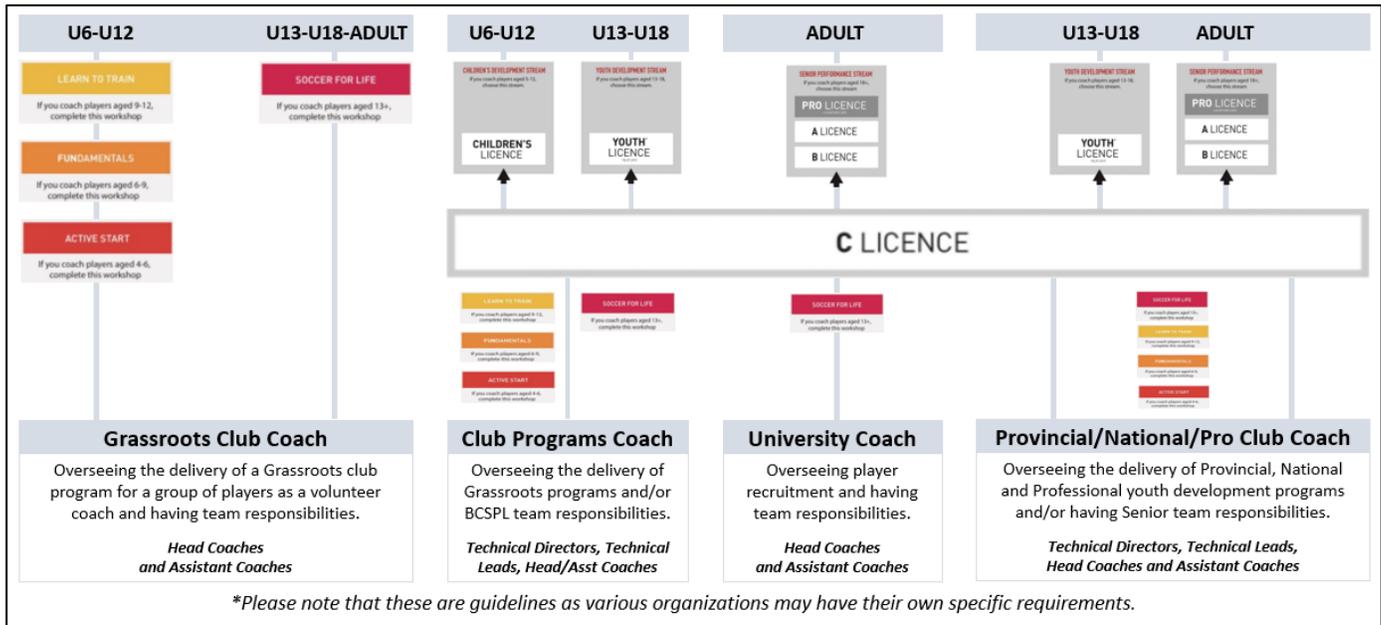
A significant variable in the selection and sequencing of activities is the group's stage of development. Research has been exhaustive and the result conclusive that all groups go through certain stages of development during their time together. Therefore, by understanding these dynamics, Learning Facilitators can be better equipped to adapt to this social construct and help participants move through these stages of group development.



**c. Coaching Pathway**

Coaches have different ambitions which may include being the best community club coach they can be as a volunteer while some look to become more involved as a part-time, full-time or as paid staff member at their local club. Some coaches are interested in pursuing University soccer programs while some even endeavour to make it to Provincial, National or Professional environments.

Learning Facilitators help prepare coaches for the next step through coach education.



**Join our Team of BC Soccer Learning Facilitators!**

