DRIVING COACH/INSTRUCTOR PROGRAM

The Driving Coach/Instructor program was approved by the Canadian Equestrian Council on February 1, 2002 based on the acceptance and recommendation of the Equine Canada Coaching Committee.

The program follows the Competency Based Education (CBET) principles and is based on a two stream approach – one for Recreational Driving, the other for competition. Those with a background in recreational driving may wish to become Instructors, while others who have experience in competition may become Coaches. Both programs are identical at the *Regional* or first level.

The following is an information summary based on the Equine Canada approved *Policy and Procedures Manual for Driving Coach / Instructor Programs*.

THE DRIVING COACH / INSTRUCTOR – REGIONAL

Coach / Instructor - Regional is an introduction to equestrian coaching. This coach is a dedicated enthusiastic person capable of instructing the sport of driving to beginners. This level stresses safety, welfare of the horse, horsemanship, a positive attitude and the development of teaching skills. Candidates will bring their own teaching experiences to the program, and will exhibit patience while working with both horses and people. As safety is of the utmost importance, safe practices should be stressed, and taught by example including dress, harness, stable management, vehicles and road safety.

The Coach/Instructor – Regional will be knowledgeable in horse care, feeding, stabling; be able to administer First Aid to both students and horses, and recognize when to seek professional assistance. Exemplary horsemanship skills must always be seen to promote confidence and respect, not fear, of the horse.

- **PREREQUISITES**

1. Candidates must be 18 years of age as of January 1st of the current year.
2. Grade 10 education or equivalent (mature applicants will be considered on their own merit).
3. Drive Canada Voting, Life or designated family member in good standing and hold a current Equine Canada Competitive Sport License and PSO membership.
4. National Coaching Certification Program (NCCP) Theory Course, available at most community colleges across Canada. This is a 14 hour program introducing basic coaching principles:
    a) Leadership and Communication
    b) Growth and Development
    c) Psychology of Sport
    d) Motor Learning
    e) Exercise Physiology
    f) Training Methods
    g) Bio-Mechanics
    h) Sports Medicine
5. Candidates must complete the “Learn to Drive” Program before attending a coaching development clinic
6. First Aid – St. John’s Ambulance or other equivalent program approved by the Driving Coaching Development committee.
7. Have attended and successfully completed the Coaching Development Clinic recognized by EC. These courses will be held in regions of Canada based on demand and will be

conducted by approved Course Conductors. Candidates must be able to demonstrate and teach driving skills and techniques according to the *Driving Coaching Resource Book*, Chapter 6 – Coaching Techniques. Candidates will go through an ongoing evaluation process, and must demonstrate at a suitable and consistent level those practical components outlined in Chapter 11 – *Candidate Evaluations and Knowledge Requirements*.

8. Must be familiar with stable management prerequisites which include feeding, conditioning, first aid for the horse, grooming, stable construction, safety and fire precautions in the stable. These areas will be covered by completion of the *Stable Management Workbook.*
9. Must be familiar with County, Municipal and local by-laws having direct effect or implication to Coaching or Stable Management activities.
10. Complete and submit he appropriate application form along with two letters of recommendation from respected, active individuals in the local equine community giving specific reference to length of acquaintance, overall reliability, horsemanship and interpersonal skills.

- **REQUIRED PUBLICATIONS:**
  - Policy and Procedures Manual (Jul.06)
  - Learn to Drive Manual (Mar. 06) – English, or
  - Learn to Drive Manual (Apr. 06) – French
  - Learn to Drive Coaches Guide (Dec. 04)
  - Driving Coach Resource Book (Apr. 04)
  - Stable Management Workbook (Apr. 03)
  - Stable Management in Canada (1993)

Manuals are available upon registration for a Coaching Development Clinic:

Equine Canada – Coaching Manager	Drive Canada
2685 Queensview Drive, Ste. 100	P.O. Box 2062
Ottawa ON K2B 8K2	Vancouver BC V6B 3S3
Fax: 1-613-248-3484	Fax. 1-604-857-9582

- **COST:**

Coaching Development Clinics are based on geographic demand, and are offered on a cost recovery basis at the most economic rate possible. Exact fees are set once the price on facility rental, stabling, clinician expenses and other associated direct costs are determined. Approximate average cost $275.

Key to establishing these costs is based on candidate enrollment. Please ensure your interest is known by completing an applications and forwarding to the Coaching Manager at

Equine Canada – Coaching Manager
2685 Queensview Drive, Ste. 100
Ottawa ON K2B 8K2
E-mail: sacton-kellow@equestrian.ca

THE DRIVING COACH – PROVINCIAL

Coach – Provincial is open to coaches who have two or more years of active coaching and extensive competitive experience. This level develops this skill sets to work with drivers who are ready and looking for a more structured and disciplined approach toward competition.

Emphasis on competition begins here, whether it be for Dressage, Competitive, Endurance, Pleasure or the most popular, Combined Driving. Candidates may already specialize in one or more competitive areas; however, they are expected to be conversant with each competitive division. A Coach – Provincial must have experience at the Intermediate level or higher.

The Coach – Provincial is able to evaluate a horse and its suitability for a student. This evaluation should include the horse's competitive ability, temperament and soundness for driving. Coach – Provincial's will be able to teach stable management to a standard including the management of

competition horses. Coach – Provincial's will capable of supervising stable routines and the general operation of a stable.

- **PREREQUISITES**

1. Candidates must be 20 years of age as of January 1st of the current year.
2. Drive Canada Voting, Life or designated family member in good standing and hold a current Equine Canada Competitive Sport License and PSO membership.
3. Current St. John Standard First Aid or equivalent
4. National Coaching Certification Program (NCCP) Theory Course dealing with:
   a) The role of the coach
   b) Group goal setting with athletes
   c) Training methods
   d) Nutrition and Sport Performance
   e) Sport Psychology "A" Motivation Drop-outs and Special Needs
   f) Sport Psychology " B" Competitive Anxiety
   g) Care of Sports Injuries
   h) Advances Skills Teaching
   i) Skills Analysis
   j) Seasonal Planning
5. Have attended and successfully completed the Coaching Development Clinic recognized by EC. These courses will be held in each regions of Canada based on demand and will be conducted by Equine Canada approved Course Conductors. Candidates must be able to demonstrate and teach driving skills and techniques according to the *Driving Coaching Resource Book*, Chapter 6 – *Coaching Techniques*. Candidates will go through an ongoing evaluation process, and must demonstrate at a suitable and consistent level those practical components outlined in Chapter 11 – *Candidate Evaluations and Knowledge Requirements*.

- **REQUIRED PUBLICATIONS:**

  - Policy and Procedures Manual
  - Learn to Show a Driving Horse *
  - Learn to Show Coaches Guide *
  - Driving Coach Competition Handbook *

  * These Manuals are currently under development

- **COST:**

  Coaching Development Clinics are based on geographic demand, and are offered on a cost recovery basis at the most economic rate possible. Exact fees are set once the price on facility rental, stabling, clinician fees and other associated direct costs are determined. Approximate cost $275.

  Key to establishing these costs is based on candidate enrollment. Please ensure your interest is known by completing an applications and forwarding to the Coaching desk at

  Equine Canada – Coaching Manager
  2685 Queensview Drive, Ste. 100
  Ottawa ON K2B 8K2
  E-mail: sacton-kellow@equestrian.ca

DEFINITIONS

Coaching Development Clinic: Adult-oriented, interactive, structured clinics wherein candidates will observe experienced course conductors demonstrate the required task to the required level of competence. This compulsory clinic is attended once candidates have all the required prerequisites, including exercises in the *Stable Management Workbook* and *Driving Coach Resource Book*

completed. The candidates will practice and demonstrate teaching modules from the *Learn to Drive*© program, and demonstrate all performance objectives to a consistent and satisfactory standard.

Theory: refers to the general Coaching Theory courses. Theory courses are run under the auspices of the Coaching Association of Canada (CAC) and the National Coaching Certification Program (NCCP) and are usually held at most community colleges throughout the year.

First Aid: St. John Standard First Aid or equivalent. This may be taken through any recognized national provider such as St. John Ambulance, Red Cross or provincial Worker Compensation Boards. It is the responsibility of the Coach/Instructor to keep First Aid qualifications current and to provide Equine Canada with a copy of the current certificate annually.

Criminal Record Check: Required by some provinces. Check with your local PSO.

Equine Canada Coach/Instructor (CBET Model) Programs

GENERIC CO-REQUISITES (may be completed in any order)

First Aid – any recognized national provider
NCCP Theory – any local community college offering program
Teaching Generic Theory Component – offered by Drive Canada or any coaching program
Stable Management Theory Component – *Stable Management Workbook* exercises
Basic Horse Handling and Grooming – covered in *Learn to Drive*© Program
Equine Canada Competitive Sport License – Equine Canada
Discipline Membership – Drive Canada
PSO Membership.

DISCIPLINE SPECIFICS

Graduate Student of *Learn to Drive*© Program
Athlete development skills and evaluation – covered in Coaching Development Clinics
Mentoring program – completing *Learn to Drive*© with a current certified coach/instructor
Stable Management Practical skills – covered in Coaching Development Clinics
Candidate Evaluations – covered in Coaching Development Clinics

For more information about driving programs please contact:

COACHING DEVELOPMENT COMMITTEE CHAIR

Cheryl Fotheringham
(306) 384-0122
E-mail: fothertime@hotmail.com

MASTER COURSE CONDUCTOR

Kirsten Brunner
RR#2
Hillsburgh ON N0B 1Z0
(519)-833-7169

EQUINE CANADA DRIVING COACHING MANAGER

Equine Canada – Coaching Manager
2685 Queensview Drive, Ste. 100
Ottawa ON K2B 8K2
613-248-3433 ext 115

DRIVING COACH/INSTRUCTOR APPLICATION

Name: _____

Address: _____

Tel: _____

Date of Birth: _____/____/_____. Drive Canada Membership # _____

EC Competitive Sport License #: _____

Present Employer: _____

Address: _____

_____

Telephone: _____

Previous Employer: _____

Address: _____

_____

Telephone: _____

Education: (Certificate/Diploma/Degree Major)

_____

_____

Highest Grade completed, year, location:

_____

NCCP Completion - Date:_____ (attach copy of certificate)

Location: _____

Instructor: _____

Level: _____

Please attach 2 letters of recommendation from a certified Driving Coach or an experienced horseman who's standards are acceptable to the committee. The letter must address your character, equine knowledge, driving ability, work experience, habits and ability to teach.

(… continued on page 2)

Driving & Show Experience:

How many years have you been driving:_____

In what discipline, if any, do you specialize?_____

Who were/are your most recent coaches?_____

Do/have you own(ed) your own horse?_____ No. of years?_____

Do/have you show(n) in EC sanctioned competitions? _____ No. of years? _____

If yes, type(s)_____

Are you still driving competitively?_____ Type_____

Have you groomed for a full day/event or worked at an EQUINE CANADA sanctioned competition (if you have not shown)?_____

How many years have you been coaching driving?_____

Did you receive formal coaches training?_____

Where?_____

Is coaching a full-time occupation?_____

How often do you coach driving?_____ where?_____

Number of regular students?_____

What are the ages of your students?_____

What level of drivers do you coach?_____

Additional Comments or information you feel appropriate: _____

_____

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