



## MAINTENANCE OF CERTIFICATION & PROFESSIONAL DEVELOPMENT (PD) POINTS



Certified coaches need to accumulate a certain amount of Professional Development points within a **5-year cycle** to maintain their **CERTIFIED** status. Coaches who have a **TRAINED** status are not required to accumulate PD points. At this time, PD does not apply to Levels 4 or 5.

The number of points required is context specific.

|                           |              |
|---------------------------|--------------|
| Synchro Instructor:       | 10 PD points |
| Competition Introduction: | 20 PD points |
| Competition Development:  | 30 PD points |

The 5-year cycle begins on January 1<sup>st</sup> after a coach achieves certified status. Coaches who are not certified are not eligible to earn points.

Each year of active coaching is worth one point. Coaches are responsible for logging this on their own via The Locker and their profiles. Follow the “self-report” link on your profile.

NCCP events are worth 5 PD Points each (examples: eLearning modules such as Making Head Way, Multi-sport workshops such as Fundamental Movement Skills). Certified coaches are automatically credited with these points in The Locker when they take an NCCP Workshop.

Partner-delivered non-NCCP events (ie. Synchro-specific events) are worth 1 to 3 points, depending on length of time (ie. 1hr = 1 point, 2hrs = 2 points, 3+hrs = 3 points.)

Synchro-specific events **hosted by the provinces** (ie. provincial conferences, coaching seminars, etc.) will be **submitted by the provinces** to the CAC.

Events hosted by other organizations that are not delivered by Synchro AB or Synchro Canada are also submitted by the provinces, this would include hosts such as Sport Councils or other clubs. Clubs and coaches can submit a request for PD points for courses that fall into this category. Submit your request to Synchro Alberta’s Technical Coordinator who will in turn confirm if your request is eligible for points. Requests should be submitted at least ten (10) days ahead of the event date and no longer than two weeks following the event date. Requests later than two weeks after the event will not be considered. Conditional approval may be granted after the request is submitted. Approvals may be granted once the candidate provides the following information no more than two weeks after the event:

- Name of session and length of session
- date and location of event
- Course facilitator
- Brief description of the event
- A brief report of the event – this can be in point form

Synchro-specific events **hosted by Synchro Canada** (example: Conventions, summits, etc.) will be **submitted by Synchro Canada** to the CAC. Synchro Canada will automatically submit PD points to the CAC for any Synchro Canada eligible events a coach attends.

## EARNING PROFESSIONAL DEVELOPMENT (PD) POINTS

Coaches can earn a maximum of 50% of their required points via multi-sport opportunities and the remaining points via sport specific opportunities. The following is how earning your points breaks down:

|                    | Breakdown over five years  |                            | Breakdown per year       |                          |
|--------------------|----------------------------|----------------------------|--------------------------|--------------------------|
|                    | Multi-Sport points/5 years | Multi-Sport points/5 years | Multi-Sport average/year | Multi-Sport average/year |
| Synchro Inst. (10) | Max of 5 points/5 years    | 5 points/5 years           | 1 point/year             | 1 point/year             |
| Comp. Intro. (20)  | 10 points/5 years          | 10 points/5 years          | 2 points/year            | 2 points/year            |
| Comp. Dev. (30)    | 15 points/5 years          | 15 points/5 years          | 3 points/year            | 3 points/year            |

### What this means:

- A coach who has been certified:
  - prior to January 1, 2014 must earn their respective points by January 1, 2019
  - January 2, 2014 to January 1, 2015 must earn their respective points by January 1, 2020
  - January 2, 2015 to January 1, 2016 must earn their respective points by January 1, 2021
  - January 2, 2016 to January 1, 2015 must earn their respective points by January 1, 2022
- If you have not earned your points by your respective deadline then your status will change to “not-renewed”.

Coaches can earn one point per year just for actively coaching. In addition to that they will have to seek outside education to receive the rest of their points. See above for where these breakdown of points can come from.

### **Earning Multi-Sport Points:**

Check out the Professional Development Points page under the Coach Training/Certification page on the Synchro Alberta website for links to multi-sport opportunities.

It is the coach’s responsibility to inform Synchro Alberta of their participation in a multi-sport (or non-sport specific) session. Synchro Alberta has specific timelines and information for coaches to follow in order to get approval to earn points as outlined above.

For more information on Maintenance of Certification and a list of FAQ’s for coaches, please visit <http://coach.ca/maintenance-of-certification-s16745>.