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**Application Form for Recognition of Prior Learning**

**Certificate in Sports Coach Development**

**Section 1: Contact Details**

|  |  |
| --- | --- |
| Name |  |
| Date of Birth |  |
| Email |  |
| Phone |  |
| Gender |  |
| NGB or Relevant Organisation through which the application will be processed |  |
| Sport Ireland Programme | *Certificate in Sports Coach Development (formerly known as Level 2 Coach Developer Programme)* |

**Section 2: Prior Learning**

*What learning are you seeking recognition for? If you have previously attended a Sport Ireland Coaching tutor or Coach Developer programme, please identify this here including the year.*

|  |  |
| --- | --- |
| **Learning** | **Formal/Non-Formal/Informal** *(please identify)* |
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*What purpose do you wish the learning to be recognised for (please tick which applies)?*

|  |  |
| --- | --- |
| **Non-standard entry to the programme** |  |
| **Advanced entry to the programme** |  |
| **Exemption from modules/elements of the programme** |  |

**Section 3: Relevant Employment & Education**

Employment Details

* Current Employment
* Previous Employment

|  |  |
| --- | --- |
| **Job Title** |  |
| **Length of Employment** |  |
| **Who do you report to** |  |
| **Company** |  |
| **Address** |  |

*Describe responsibilities of the current post, including main duties and responsibilities for other staff, if applicable. Note: One or two sentences on each aspect of your job is sufficient here. Please only document employment that you feel is relevant to the Certificate in Sports Coach Development.*

Education

* Third Level Education

|  |  |
| --- | --- |
| **Name & Address of Institute** |  |
| **Attended From & To** |  |
| **Name of Course** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Subject** | **Level** | **Grade** | **Year** |
|  |  |  |  |
|  |  |  |  |
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*Please only document subjects that you feel are relevant to the Certificate in Sports Coach Development.*

* Training

*This includes attendance on other courses and may include training courses completed in the workplace/NGB*

|  |  |
| --- | --- |
| **Provider** |  |
| **Accrediting Body** |  |
| **Location of Training** |  |

|  |  |
| --- | --- |
| **Name of Course** | **Date Attended (From – To)** |
|  |  |
|  |  |

**Section 4: Details of Prior Learning**

*Provide a brief description of the prior learning you are seeking recognition. For example, provide details of the relevant activities attended, learning gained etc. Focus on the learning gained rather than the experience. Compare the learning achieved to the Programme and Module Learning Outcomes for the relevant programme (see Appendix 1). Using the format below, identify each of the learning outcomes and how you feel you have achieved the learning.*

*If you completed a Sport Ireland Coach Developer Programme during the period 2017 – 2021, you do not need to complete this section. If you completed a Sport Ireland Tutor programme (i.e. a programme prior to 2017), you do need to complete this section. If you are unsure whether your qualification is a Coach Developer or Tutor qualification, please contact Sport Ireland Coaching to confirm* [*coachinginfo@sportireland.ie*](mailto:coachinginfo@sportireland.ie)

*We would strongly recommend you contact Sport Ireland Coaching for help and support on how to effectively complete this section.*

|  |
| --- |
| Learning Outcome 1  *Use this section to identify the module or programme learning outcome you are seeking recognition for. The learning outcomes can be found in Appendix 1.*  *For example, Module Learning Outcome 1: Describe the role of Sport Ireland, the CDPI and the International Coach Developer Framework and their relevance to Coach Developers and NGBs* |
| Learning Achieved  *Show what you understand by the learning outcome and identify how you feel you have achieved the outcome. Bring in a couple of examples from work/life. Think about the material you can use to evidence your case* |
|  |
| Learning Outcome 2  *Insert the next module learning outcome you are seeking recognition for here.* |
| Learning Achieved  *Show what you understand by the learning outcome and identify how you feel you have achieved the outcome. Bring in a couple of examples from work/life. Think about the material you can use to evidence your case* |
|  |
| Learning Outcome 3  *Insert the next module learning outcome you are seeking recognition for here.* |
| Learning Achieved  *Show what you understand by the learning outcome and identify how you feel you have achieved the outcome. Bring in a couple of examples from work/life. Think about the material you can use to evidence your case* |
|  |
| Learning Outcome 4  *Insert the next module learning outcome you are seeking recognition for here.* |
| Learning Achieved  *Show what you understand by the learning outcome and identify how you feel you have achieved the outcome. Bring in a couple of examples from work/life. Think about the material you can use to evidence your case* |

*Add as many rows as needed to cover the number of learning outcomes*

**Section 5: Evidence/Supporting Documentation**

*You are responsible for supplying sufficient evidence of the prior learning achieved. Evidence of learning may be demonstrated through a portfolio that includes, amongst other things,*

1. *Provision of certificates, transcripts and programme documents*
2. *Details/evidence of relevant activities attended e.g. non-accredited training/workshops*
3. *Reflective accounts of the experience and learning gained*
4. *Statements from employers, NGBs, training providers etc.*
5. *Personal supporting statement*

*List the evidence included in your portfolio and include it with your application. List each separate document and other material you are submitting to substantiate this claim*

|  |  |  |
| --- | --- | --- |
|  | **List of Evidence Submitted** | **Learning Outcome**  *(Identify which learning outcome(s) the evidence is submitted for)* |
| **1** |  |  |
| ***2*** |  |  |
| ***3*** |  |  |
| ***4*** |  |  |
| ***5*** |  |  |
| ***6*** |  |  |

*Add as many rows as needed to cover the learning outcomes*

**Section 6: NGB/Organisation Endorsement**

The relevant NGB or organisation must complete this section and identify their support for the applicant

|  |  |
| --- | --- |
| **Name** |  |
| **Title** |  |
| **NGB/Organisation** |  |
| *Please identify why you support this applicant to be a Coach Developer in your NGB/organisation and why their prior learning should be recognised for elements of the programme* | |

**Section 7: Signatures**

|  |  |
| --- | --- |
| **Applicant Signature** |  |
| **Date** |  |
| **NGB/Organisation Signature** |  |
| **Date** |  |

*For Office Use Only*

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| --- | --- |
| **Education & Training Quality Officer** |  |
| **Programme Lead Officer** |  |
| **Date Application Received** |  |
| **Date Application Processed** |  |
| **Result** |  |

**Appendix 1: Sports Coach Developer Programme**

Aim & Objectives of the Sports Coach Developer Programme

The aim of the Certificate in Sports Coach Development is to introduce and develop the knowledge, skills and competencies learners need in order to be able to develop and support sports coaches as part of a Sports National Governing Body (NGB) Coach Education programme.

The objectives of the programme are;

* To enable candidates to deliver CDPI (Coaching Development Programme for Ireland) accredited coach education courses within the candidate’s National Governing Body of sport.
* Empower candidates to take responsibility for their own learning and the learning of others in the sports coaching sector
* Enable candidates to identify coach’s needs and assist coaches in putting a plan of action in place to aid their improvement
* Design and deliver coach support programmes in both formal and non-formal settings
* Assist coaches in reaching the level and standard of coaching they aspire to

On successful completion of the programme, participants will be deployed by their National Governing Body (NGB) to train and support coaches at a level commensurate with their own coaching experience.

Programme Learning Outcomes

On completion of the Sports Coach Development programme, the learners will be able to;

1. Describe the structures and frameworks that support coach development and the role Coach Developers play in developing and supporting coaches at different stages of their development and in a variety of contexts.
2. Utilise a variety of strategies to design and deliver sports coach development opportunities in formal and non-formal environments which are centred on the needs of coaches and the sport’s National Governing Body
3. Analyse, interpret and evaluate coach behaviour and practice and provide timely and effective coach-centred feedback that supports coaches during different stages of their development.
4. Use a variety of strategies to promote and measure effective learning in a variety of contexts appropriate to sports coaching and sports coach development
5. Reflect and evaluate themselves and others for the advancement of coaches and coaching in their chosen sport
6. Provide a leadership role in the development and delivery of sports coach development within their sport.
7. Develop and support coaches in a practical and sports-specific context within their chosen sport.

Module Learning Outcomes

The programme is made up of four modules

|  |  |
| --- | --- |
| **Module title** | **Module synopsis** |
| Introduction to Coach Development | This module aims to introduce the Sports Coach Developer programme to all candidates and develop the core philosophies, knowledge and skills required by the Sports Coach Developer |
| Coach Developer Practice | This module will develop the practical skills of a Sports Coach Developer such as planning and delivery of activities to develop coaches in formal and non-formal settings including effective communication skills, critical observation and feedback. |
| Leadership in Coach Development | This module will develop the Coach Developer’s leadership skills to lead the development of coaches in their NGB and to develop their ability to critically reflect and evaluate themselves and others for the advancement of coaches and coaching |
| NGB Work Placement | This module enables Coach Developers to apply the knowledge, skills and competencies acquired during Stage One of the programme to develop and support coaches in a practical and sports-specific context within their sport’s National Governing Body |

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| --- | --- | --- |
| **Module 1** | | |
| **Introduction to Coach Development** | | |
| Aim:  To introduce the Sports Coach Developer programme to all candidates and develop core philosophies, knowledge and skills required by the Sports Coach Developer  Objectives   * Create an awareness of the programme and the importance of it to sport in Ireland * Develop an understanding of the role of the Coach Developer   Introduce and develop core knowledge and skills required by the Coach Developer | | |
| On successful completion of the programme the Coach Developer will be able to: | | |
| **No.** | **Module Learning Outcome** | **MIPLOs** |
| 1.1 | Describe the role of Sport Ireland, the CDPI and the ICDF and their relevance to Coach Developers and NGBs | a |
| 1.2 | Describe the role, qualities, skills and competencies of an effective Coach Developer | a |
| 1.3 | Describe how people learn, apply it to the adult learning environment and use it to support coaches in their practice when working with a wide range of participants | a |
| 1.4 | Identify and discuss national legislation and regulations pertinent to sports coaches and Coach Developers such as Child Protection, Anti-doping and Disability provision | a |

|  |  |  |
| --- | --- | --- |
| **Module 2** | | |
| **Coach Developer Practice** | | |
| Aim  To develop the practical skills of a Sports Coach Developer  Objectives   * Plan and deliver activities to support the development of coaches in formal and non-formal settings * Demonstrate a range of delivery methodologies when conducting coach development activities * Develop effective communication skills * Develop skills in critical and detailed observation of people and practices * Use interpretive filters to provide targeted/focused feedback | | |
| On successful completion of the programme the Coach Developer will be able to: | | |
| **No.** | **Module Learning Outcome** | **MIPLOs** |
| 2.1 | Plan for the delivery of coach development activities in formal learning environments | b |
| 2.2 | Plan for the delivery of coach development activities in non-formal learning environments | b |
| 2.3 | Apply a range of Sports Coach Developer skills to support sports coaches in both formal and non-formal settings | b, d |
| 2.4 | Demonstrate a range of delivery methodologies to develop coaches in a formal learning environment (such as presentations, small group work, individual and group tasks) | b, d |
| 2.5 | Selectively apply different forms of verbal and non-verbal communication to enhance their Coach Developer practice | b, c |
| 2.6 | Demonstrate a variety of methods of observing and recording people and practices | c |
| 2.7 | Interpret and analyse your observation in relation to providing effective feedback to sports coaches | c |
| 2.8 | Prioritise, word and time your feedback to sports coaches (context specific) | c |

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| --- | --- | --- |
| **Module 3** | | |
| **Leadership** | | |
| Aim  To develop Coach Developer’s leadership skills to lead the development of coaches in their NGB and to develop their ability to critically reflect and evaluate themselves and others for the advancement of coaches and coaching  Objectives   * Explore leadership in a coaching context and identify leadership skills needed to advance coaches and coaching in their NGB * Identify, design and deliver appropriate supports for coaches at different stages of development and in a variety of contexts * Critically evaluate themselves, their peers and coaches using a variety of reflective tools and create personal action plans | | |
| On successful completion of the programme the Coach Developer will be able to: | | |
| **No.** | **Module Learning Outcome** | **MIPLOs** |
| 3.1 | Discuss leadership in a coaching context and identify leadership skills in yourself and others and areas within your NGB where your skills would be of benefit | f |
| 3.2 | Describe a range of strategies that CDs could use to assist the ongoing development and support of sports coaches at different stages of their development | b |
| 3.3 | Make informed decisions on the type & provision of support suitable for coaches in their NGB | g |
| 3.4 | Design and deliver bespoke coach-centred development opportunities as part of their NGB’s coach development and support strategy | f |
| 3.5 | Evaluate your own skills relating to the provision of a Sports Coach Support programme | e |
| 3.6 | Use a variety of reflective tools to write a personal action plan and assist sports coaches in the writing of theirs | e |
| 3.7 | Critically evaluate your own and one other persons’ skills as a Sports Coach Developer using one or more interpretive filters | e |
| 3.8 | Review your personal learning and write a personal action plan for the NGB work placement | e |

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| **Module 4** | | |
| **NGB Work Placement** | | |
| Aim  To apply the knowledge, skills and competencies acquired during the programme to develop and support coaches in a practical and sports-specific context within their chosen sport.  Objectives   * Create opportunities for Coach Developers to practise their skills in a supported and sports-specific environment * Become familiar with the procedures associated with the setting up, running and certification of NGB coach education programmes * Facilitate the development of coaches in a sport-specific environment | | |
| On successful completion of the programme the Coach Developer will be able to: | | |
| **No.** | **Module Learning Outcome** | **MIPLOs** |
| 4.1 | Deliver coach education programmes as set out by their sport’s NGB | g |
| 4.2 | Provide effective and relevant coach-centred feedback to sports coaches participating on NGB coach development programmes | c, g |
| 4.3 | Provide a range of supports to coaches or groups of coaches relevant to the NGB and can include co-delivery of coaching sessions, shadowing, observation of coaches with feedback, 1:1 mentoring, creating a community of practice, peer support group or coach exchange programme. | b, g |
| 4.4 | Provide coaches with information on where to access upcoming courses, workshops, conferences, seminars, webinars etc. in their own and other sports/environments | b |
| 4.5 | Assess coaches’ performance according to NGB criteria/guidelines | g |

**Overview of Assessment Tasks & Activities for the Sports Coach Developer Programme**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Module Title** | **Programme Weighting** | **PLO[[1]](#footnote-1)** | **Module Tasks & activities for assessment** | |  |
|  | Introduction to Coach Development | 10% | a | 1a | Assignment: Coach Development in My Sport | 25% |
| 1b | Assignment: Legal and Regulatory Responsibilities of the Coach | 25% |
| 1c | Assignment: The Coach Developer | 25% |
| 1d | Assignment: The Learning Process | 25% |
|  | Coach Developer Practice | 20% | b | 2a | Plan for the delivery of a formal skills-based (practical) coach development session/activity. | 20% |
| b | 2b | Plan for the delivery of a non-formal-skills-based (practical) coach development session/activity. | 20% |
| c, d | 2c | Delivery of a formal or non-formal skills-based (practical) coach development session/activity to peers | 60% |
|  | Leadership in Coach Development | 20% | b, f, g | 3a | Coach Support Activity Design Project | 60% |
| e | 3b | Reflective Journal & personal action plan | 40% |
|  | NGB Work Placement | 50% | b | 4a | Delivery of a theory/class-based coach development session/activity as part of an NGB coach development programme approved under the CDPI. | 20% |
| b | 4b | Delivery of a skills-based (practical) coach development session/activity as part of an NGB coach education programme approved under the CDPI | 20% |
| b | 4c | Delivery of non-formal coach development session/activity for an NGB | 20% |
| c | 4d | Coach Assessment/Evaluation | 10% |
| g | 4e | Coach Developer NGB Placement Journal | 30% |

1. PLO = Programme Learning Outcome. This column identifies which Programme Learning Outcome is assessed by the assessment task(s)/activities identified. [↑](#footnote-ref-1)