

SWIMMING 101 LEARNING FACILITATOR TRAINING

STEP 1: IDENTIFICATION AND SELECTION OF CANDIDATES

STEP 2: APPLICATION PROCESS

STEP 3: TRAINING

STEP 4: CERTIFIED LF DELIVERS WORKSHOP

STEP 5: MAINTENANCE OF CERTIFICATION

STEP 1: IDENTIFICATION AND SELECTION OF LEARNING FACILITATOR CANDIDATES

To become a Swimming 101 Learning Facilitator candidate:

- Master Learning Facilitators (MLF), Regional Learning Facilitator (RLF), Provincial/Territorial Section Offices (P/TSOs) and Swimming Canada (SNC) can identify LF candidates
- Individuals can nominate themselves to their Provincial Section

When establishing a pool of candidates, a Provincial Section should balance their regional training requirements with the specific expertise of available candidates.

Many LF candidates are coaches who are already involved in the NCCP or individuals with backgrounds in education, kinesiology, or similar areas of study.

STEP 2: APPLICATION PROCESS

All Learning Facilitator candidates are required to submit a Learning Facilitator Application Form along with all other required supporting documents:

- Cover letter indicating why candidate is interesting in becoming a Learning Facilitator
- Transcript of NCCP Certification Status
- Make Ethical Decisions online evaluation — 90% or more — P/TSO or SNC to contact CAC to verify Learning Facilitator candidate's score
- Résumé of coaching experience
- A letter of recommendation from two organizations the candidate has been employed by

STEP 3: TRAINING

Learning Facilitator training provides candidates with the basic skills they need to effectively facilitate a Swimming 101 Workshop.

Learning Facilitator training will include two course co-facilitations, both of which must be conducted or attended by a Regional Learning Facilitator. At the conclusion of these co-facilitations, the Learning Facilitator candidate must competently demonstrate:

- Delivery of each classroom module from the Swimming 101 Workshop
- Delivery of at least one of the Swimming 101 pool modules
- Facilitate the achievement of outcomes and learning objectives
- Display appropriate communication and leadership to enhance coach learning
- Manage the group to optimize coach learning
- Manage administrative aspects of the modules
- Interact with other Learning Facilitators in a positive and effective manner

Learning Facilitator candidates will work with the attending Regional Learning Facilitator and other involved Facilitator's to select modules for delivery at each of the co-facilitations.

Learning Facilitator candidates unable to complete these requirements in two co-facilitations are encouraged to attend subsequent Swimming 101 workshops to complete this requirement.

STEP 4: CONFIRMATION OF LEARNING FACILITATOR TRAINING

Once the Learning Facilitator candidate has gone through the outlined training steps, the Regional Learning Facilitator will forward the record of training to the Swimming Canada NCCP Administrator.

The candidate's CAC records will be updated in the NCCP database as Learning Facilitator Trained.

STEP 5: CERTIFIED LF DELIVERS WORKSHOP

After receiving Swimming 101 Learning Facilitator certification, Learning Facilitator's continue to deliver workshops and to perfect their facilitation skills. Some Learning Facilitator's may wish to contribute further to the development of the NCCP by pursuing a role of Regional Learning Facilitator within their Province.

STEP 5: MAINTENANCE OF CERTIFICATION

To maintain their status, a certified Swimming 101 Learning Facilitator must deliver a minimum of one Swimming 101 Workshop each calendar year.

Learning Facilitators are expected to contribute to the establishment of an effective network of coaching educators across Canada and to demonstrate their commitment to one another and the program through active involvement in the network.

LF APPLICATION FORM

Name _____

Date of Birth _____

Address _____

Gender _____

City _____

Prov/Ter _____

Telephone _____

Postal Code _____

E-mail _____

NCCP CC# _____

Languages spoken _____

Application Checklist:

Please include the following supporting documents with this application

___ Cover letter

___ Completed LF Application Form

___ Completed Letter/Preliminary LF Worksheet

___ Transcript of NCCP Certification Status

___ Make Ethical Decisions online evaluation – 90% or more

___ Résumé of your coaching experience and achievements

___ 2 letters of reference – from different previous employers

I hereby certify that the information I have provided with this application is true and complete.

Signature of Applicant _____ Date _____