



## RCA Coach Evaluation Process

### Process for requesting and competing a RCA Coach Evaluation:

1. Indicates their interest for an evaluation by contacting ROWONTARIO ([rowontarioadmin@rowontario.ca](mailto:rowontarioadmin@rowontario.ca), 416-759-8405)
2. Complete a self-assessment checklist provided by ROWONTARIO
3. Provide the requested documentation to ROWONTARIO (Completion of Making Ethical Decisions, Pleasure Craft Operators Certificate, written practice plan, Emergency Action Plan and completed assignment from the RCA Workshop Weekend #1).
4. ROWONTARIO will then connect the coach with the closest Evaluator
5. The evaluator will review the portfolio and advise the coach & ROWONTARIO if any further work needs to be done or if the coach is ready for evaluation
6. ROWONTARIO will work with the Coach & Evaluator will set the evaluation date
7. Coach will pay for the Evaluation through ROWONTARIO.
8. The coach will plan a practice for the formal observation designed to focus on one of the Categories of Intensity and to incorporate skill training based on the analyze performance outcome.
9. The coach and evaluator will work together prior to the evaluation to ensure complete understanding of the parameters and expectations for the evaluation
10. Confirms the date for the observation and debrief with the PRA and/or Evaluator
11. Evaluation of the coach will take place at the agreed upon date and time
12. Evaluator will conduct a debrief with the coach, providing some action plan for future development
13. Evaluator will submit paper copies of the RCA Coach Final Evaluation Form to the Coach and ROWONTARIO, as well as the NCCP Registration Form (electronic version) to ROWONTARIO
14. ROWONTARIO will submit a copy of the RCA Coach Final Evaluation Form and the NCCP Registration Form to the CAC and RCA within one week of receipt from the Evaluator

**Note:** The evaluation must be completed within 18 months of completion of the RCA Coach Weekend #2 Workshop.



### **The following are the RCA parameters for the RCA Coach evaluation**

The Coach must submit a portfolio containing:

1. A written practice plan for one land session based on the results of the analysis of the results of the movement screen.
2. A written practice plan for one water session that demonstrates use of the categories of intensity and skill analysis.
3. Emergency Action Plan used at the club.
4. The assignment that was completed between weekend #1 and #2.
5. Pleasure Craft Operator's License

The Evaluator should receive this portfolio two weeks prior to the formal observation, providing the Evaluator with sufficient time to review the material so that he/she is prepared to debrief the Coach on all aspects of the evaluation immediately following the formal observation. The Evaluator should provide feedback to the Coach prior to the formal observation. This can be done via email.

- The formal observation may take place at the Coach's club/school, or at an alternate location agreed to by the Coach and Evaluator
- The Coach must be evaluated working with athletes in the Training to Train or Learning to Compete stage of the LTAD

### **The Coach must be observed performing the following activities:**

- Teaching a dryland session (20 minutes maximum) from the RCA Coach Workshop. This session must follow a common theme of the practice which could be related to the movement screen results, categories of intensity or skills and RCA Rowing Technique and be consistent with the theme of the on-water session.
- Conducting a full on-water practice session focused on the categories of intensity and skill analysis for skills from the RCA Coach workshop for a minimum of one hour of "coaching" time (i.e. not including travel time to/from the training area). This should allow the Coach to conduct two to three drills with the rowers.
  - **Note:** The Evaluator may complete the observation in less than one hour (but not less than 30 minutes) because of extenuating circumstances (e.g. inclement weather, equipment problems, etc.) at his/her discretion if he/she feels that they observed the Coach long enough to make an accurate evaluation of their coaching skills
- Operating a coach boat throughout the on-water session

All aspects of the formal observation are to be completed on the same day whenever possible. The Evaluator may conduct the observation over a number of days if required due to extenuating circumstances (e.g. inclement weather, scheduling of athletes, facilities or equipment)



The Evaluator should plan to debrief the Coach the same day as the formal observation whenever possible, however this can be rescheduled for a later date at the discretion of the Evaluator if required due to extenuating circumstances

### **Re-Evaluation**

- In the event of an unsuccessful evaluation the Coach may register for a re-evaluation with ROWONTARIO. Coaches must wait at least five days before attempting a re-evaluation
- Coaches are eligible for re-evaluation on all outcomes
- Coaches need only be re-evaluated on the outcomes evaluated as “incomplete” or “below standard”
- Re-evaluations must be completed within 18 months following completion of the RCA Coach Weekend #2. Coaches may attempt a re-evaluation up to three times within this period
- It is highly recommended that coaches not be re-evaluated by the same Evaluator who conducted the initial evaluation.