



February 12, 2021

Coaching can be one of the most rewarding positions to be involved in within the community and be an inspiration to young people. I have put together a comprehensive overview of the coaching certification and licenses available voluntarily/mandatory in the community and performance streams. This will assist anyone looking to understand how Sport Canada, Canada Soccer, Ontario Soccer, Regional District and Club level requirements are obtained and in what order.

The two individuals responsible to ensure coaches within Pickering FC are eligible and maintain their eligibility are:

1. Nina Cancellara is our Administrator for Competitive and can answer all of your questions. admin-comp@pickeringfc.ca
2. David Benning is our Director of Soccer Operations who is responsible for all of the Technical Operations which include Coaching appointments and Coach Education. dso@pickeringfc.ca

First and foremost, each coach must have by law a Police Vulnerable Sector Check by the police department where they reside:

- A letter for the Police Vulnerable Sector Check for Volunteers to use/upload to reduce the cost can be attained from our [Competitive Administrator](#)
- **Send our Competitive Administrator a screenshot of the completed Vulnerable check to file pending receipt of the official document in approximately 10 days' time.**

Durham Region Police Vulnerable Sector Check

https://members.drps.ca/OnlineClearance/PVSC_Main.aspx **(APPLY TODAY)**

- From the above link, select and click the link at the bottom left hand corner titled **Apply for a Vulnerable Sector Check**

Toronto Police Service

<https://www.torontopolice.on.ca/background-checks/vulnerable-sector-screening-process.php>

During Covid Restrictions <https://www.torontopolice.on.ca/background-checks/>

Below find a complete coaching pathway for any person wishing to:

1. Start their journey as a coach
2. Acquire mandatory eLearning Modules from Sport Canada
3. To update their Grassroots/Soccer4Life Stream with Coaching Community Certificates – Still Provincial Based
4. To move onto the Performance Stream and obtain their Coaching License from Canada Soccer – No longer Provincially based
5. Equivalencies for foreign Coaching Licenses to attend Canadian Coaching Courses – no ‘A’ License equivalencies will be authorized by Canada Soccer
6. Maintenance and Equivalencies of A/B Licenses and the process to do so

Any and all Coaching certifications go to our office to our Competitive Administrator – Nina

Cancellara: admin-comp@pickeringfc.ca

1. If you have any certification from a foreign Football Association, please forward a copy to our office
 2. If you have any copies of your Coaching credentials and certificates, please forward all copies to our office
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Getting Started as a Coach

The National Coaching **Certification** Program (**NCCP**) provides standardized, inclusive, and safe sport education to coaches and coach developers across 65 sports. The CAC manages and delivers **NCCP** training through its partner network of 65 National Sport Organizations and Provincial/Territorial Sport Organizations: <https://www.coachesontario.ca/nccp-training/>

Every Coach needs an NCCP#

How to get your NCCP# if you don't have one: <https://www.coachesontario.ca/getting-started/become-a-coach/>

1. Go to www.coach.ca
2. Click on the tab called The Locker
3. Check the box ‘I agree’
4. Click on ‘Don't have an account? Create one now!’
5. Check the box ‘I agree’
6. Check the box ‘I want to create a Locker account for access to my transcript, eLearning opportunities, to sign up for coaching events, and more!’ Fill in your info and click register
7. Login to your email account and open the verification email that was sent to you
8. Click on the ‘click here’ at the very end of the email
9. Create a password
 - i. Click submit
 - ii. Click on the Icon ‘Profile’
 - iii. In the left-hand corner of your screen under your name is your NCCP#
 - iv. Subscribe to the Coaching Association of Ontario<https://www.coachesontario.ca/nccp-training/getting-your-nccp/>

If you have an NCCP # but have forgotten it

Contact the Coaching Association of Canada:

1. <https://coach.ca/>
2. If you **forgot your NCCP#**, you can use **the Lookup my NCCP#** function.
3. If you **forgot your** password, you can use **the Forgot Password?** function. (NOTE: These functions only work if you have a current and valid email address on **your** account.)
4. Ensure the transcript in your Coaching Locker is accurate with the certificates you have on hand from Canada

Foreign Football Association certifications and credentials:

Please forward a copy to our office to admin-comp@pickeringfc.ca



Mandatory Coaching Certificates

No matter the age group coached and is mandated by Ontario Soccer the governing body of soccer:

1. All of these eLearning courses to certify you as a coach can be found when logged in on your NCCP Coaches Locker under eLearning (See info on how to access your NCCP# or Create an account above)
2. All these coaching certificates are required regardless of your foreign credentials
3. **RIS (Respect in Soccer for Leaders)** is found at <https://www.respectgroupinc.com/respect-in-sport/>
4. **Making Headway** is found under eLearning using your NCCP Login <https://thelocker.coach.ca/home> Or <https://coach.ca/making-head-way-concussion-elearning-series>
5. **Sport Safe Training** is found under eLearning using your NCCP Login <https://thelocker.coach.ca/home> Or <https://safesport.coach.ca/>
6. **NCCP Make Ethical Decisions Online Evaluation** is found under eLearning using your NCCP Login <https://thelocker.coach.ca/home>
 - i. The latest version of the [NCCP Code of Ethics](#) as you complete the evaluation
 - ii. **Before you can complete the NCCP Make Ethical Decisions online you need to complete the NCCP Make Ethical Decisions Training in class or online delivery.** <https://coach.ca/nccp-make-ethical-decisions>
 - iii. Click on the first Link. <https://coach.ca/nccp-make-ethical-decisionsT>
 - iv. The 'How to Register' comes up on the right-hand side of the screen.
 - v. Select the Province ONTARIO
 - vi. Click on See available Modules (OFFLINE) which means not in person
 - vii. Scroll Down until you see any course titled NCCP Make Ethical Decisions
 - viii. Register for the earliest course available weekday or weekend
 - ix. Click on the title Make Ethical Decisions
 - x. Read Online Course Information
 - xi. Read Course Description
 - xii. Read Important Registration Information
 - xiii. Follow any further instructions once you click on the date you choose.
 - xiv. Might have to contact the instructor if the date is very close to ensure you get into a class which is full or pending on last few spots available due to not receiving payment. Always call instructor if it says so.

What Coaching Course is necessary for you based on the level of Coaching:

1. Ontario Soccer offers more than 200 courses and coach education opportunities each year. Use the following resource links to determine which course is right for you and receive the information on how to register.
2. Please note that participants can register and attend courses at the age of 14 or older but will not receive official certification/designation until their 16th birthday, as per the rules of NCCP.
3. Full Annual Courses can be found at <https://www.ontariosoccer.net/coach-courses>
4. To get started you need to register on E2E Sports Coach Centre to receive an coaching number <https://www.coachcentre.ca/Register.aspx>

Community Coaching Certificates

1. **Active Start u4 – u6** The duration of this session will be 2 hours.
<https://www.ontariosoccer.net/active-start>
2. **FUNdamentals u6-u9** The duration of this session will be 2 hours
<https://www.ontariosoccer.net/fundamentals>
3. **Learn to Train u10-u11** The duration of this session will be 4 hours
<https://www.ontariosoccer.net/learn-to-train>
4. **Soccer For Life u13+** The duration of this session will be 4 hours
<https://www.ontariosoccer.net/soccer-for-life>
5. **Goalkeeper Coach Certificate** <https://www.ontariosoccer.net/page/show/5389247-goalkeeper-coach-certificate>
For all aspiring goalkeeping coaches, this online course broken into 6 parts covers the basics of developing goalkeepers.
6. **Goalkeeper Coach Diploma** <https://www.ontariosoccer.net/goalkeeper-coach-diploma>
This is a Diploma course produced by Ontario Soccer that combines theoretical and practical components of a Goalkeeping Coach. Candidates must attend all 4 online sessions.



National Coaching License Course to coach at the Performance Stream of Soccer

Canada Soccer is responsible for the development and certification of all coaches working with players across all environments in Canada through its Coach Education & Certification Program.

Coaching License Courses necessary to coach 11vs11 in a standard based league or High Performance League <https://www.canadasoccer.com/coach/coach-education-and-certification/>

1. **National C License** <https://www.canadasoccer.com/coach/coach-education-and-certification/c-licence/>
 - i. Head Coach of an OPDL Team u13
 - ii. Assistant Coach of an OPDL Team u13
 - iii. Head Coach of a Standard based league

The C License program entails a minimum of 12 months and a maximum of 18 months of work.

The C License workshop is an entry level course for the Licensing Stream pathway and prepares the coach to progress to the Development Stream (Children), Development (Youth) or Performance Stream (Senior). The C License involves the facilitation of learning opportunities for the coach to develop an understanding of the coaching process.

Upon successful completion of the C License, the coach will be able to demonstrate the competencies associated with designing and delivering an effective and efficient session plan.

2. **National B License** <https://www.canadasoccer.com/coach/coach-education-and-certification/b-licence/>

- i. Head Coach of u15+ level at OPDL (soon to be youth license)
- ii. Head Coach of League 1 Reserve Team
- iii. Assistant Coach of League 1 Team

The B License program entails a minimum of 12 months and a maximum of 18 months of work.

The B License workshop is the first step on the Performance Stream pathway and prepares the coach to progress to the Canada Soccer A License. The B License continues the facilitation of learning opportunities so that the coach may work effectively with senior players in the Performance Stream

Upon successful completion of the B License, the coach will be able to demonstrate the competencies associated with coaching and managing individual players and small groups of players in the Performance Stream, including designing, delivering and reflecting on all aspects of on and off field activities.

3. **National A License** <https://www.canadasoccer.com/coach/coach-education-and-certification/a-licence/>

- i. Head Coach of League 1 Team
- ii. Head Coach of MLS Team
- iii. Academy Coach of an MLS Team
- iv. Head Coach of Canadian Professional League
- v. Technical Director of a Club

The A License program entails a minimum of 12 months and a maximum of 18 months work.

The A License workshop is the second step on the Performance Stream pathway and prepares the coach to progress to the Canada Soccer Pro License. The license continues the facilitation of learning opportunities for the coach to work effectively with senior players in the Performance Stream.

Upon successful completion of the A License, the coach will be able to demonstrate the competencies associated with coaching and managing players in the Performance Stream, including designing, delivering and reflecting on all aspects of on and off field activities.

4. **National Youth License** <https://www.canadasoccer.com/coach/coach-education-and-certification/youth-licence/>

The Youth License program is delivered over a total of 15 in-person workshop days divided into 4 or 5 blocks delivered over a period of 12-18 months.

The Youth License workshop is the Development Stream pathway for coaches working with players between the ages of 13-18. The Youth License continues the facilitation of learning opportunities for the coach to work effectively with youth players in the Development Stream.

Upon successful completion of the Youth License, the coach will be able to demonstrate the competencies associated with coaching and managing players in the Youth Development Stream, including designing, delivering and reflecting on all aspects of on and off field activities.

5. **National Children's License** <https://www.canadasoccer.com/coach/coach-education-and-certification/childrens-licence/>

The Children's License is 9 days of in-person workshops & online modules _ video evaluation process.

The Children's License has been built as an A License equivalent for coaches working with children between the ages of 5-12.

The License aims to provide coaches with the tools they need to create the best development environments for as many players as possible at their club/academy.

6. **Youth License Goalkeeping** <https://www.canadasoccer.com/coach/coach-education-and-certification/youth-licence-goalkeeping/>

The Youth License – Goalkeeping program entails a minimum of 12 months and a maximum of 18 months of work

The Youth License – Goalkeeper workshop is the first step on the Goalkeeping Pathway (having obtained a C License and a Provincial Level Goalkeeping Course). The Youth License – Goalkeeping workshop provides you an opportunity to develop an understanding of both the theoretical and practical aspects of coaching Goalkeepers while focusing on holistic and effective coaching in the Development Stream.

Upon successful completion of the Youth License – Goalkeeping, the coach will be able to demonstrate the competencies associated with coaching and managing players in the Development Stream, including designing, delivering and reflecting on all aspects of on and off field activities.

7. **TD Diploma** <https://www.ontariosoccer.net/technical-director-diploma>

- i. To be the Technical Director of any youth Club in Canada

The course is delivered over the course of the year, through a mix of online and in-person modules scheduled at different points. 100% attendance for all modules is required. Candidates will be required to complete pre-course tasks and post course assignments to receive their diploma.

Prior to registering for the course, you must complete the B License Part 1 'Certified' or higher/equivalent or Canada Soccer Children's or Youth License.

Keeping girls in Sport is a prerequisite and can be found under eLearning using your NCCP Login <https://thelocker.coach.ca/home>

8. **Maintenance & Renewals** <https://www.canadasoccer.com/coach/maintenance-and-renewals/>

For A & B Licenses that have expired:

- i. Email coaching@canadasoccer.com and provide your:
 - a) Name
 - b) Address
 - c) Telephone number
 - d) NCCP number
 - e) Canada Soccer A/B License number
 - f) Date of issue.
- ii. Following a discussion with a member of the Canada Soccer Education department, you may choose one of the following options:
 - a) Complete a video Evaluation
 - b) Complete 9 NCCP Competition Development Modules
 - c) Complete the Current License

Regards,

David Benning
Director of Soccer Operations
Pickering FC

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