



# ADVANCED DEVELOPMENT COACHING CONTEXT

COACH EVALUATION PACKAGE

(March 17, 2017)





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The National Coaching Certification Program is a collaborative program of the Government of Canada, provincial/territorial governments, national/provincial/territorial sport organizations, and the Coaching Association of Canada.



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# How to be a better coach



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**Learn to listen**, especially to the athletes –  
they are excellent teachers.

**Help each athlete develop** all of their capacities:  
physical, mental/emotional, and social.

**Take a stand** against doping and cheating in sport.

**Thirst for knowledge**  
attend coaching courses, get certified, stay up to date.

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## 1- Contents and Purpose of the Evaluation Package

This Evaluation Package deals with the procedures, requirements, tools, and standards that will be used as part of **Volleyball Canada Advanced Development Coach** certification process.

It provides you with all the information you need to complete the process successfully.

The present document is divided into various sections that deal with the following topics:

- Requirements for the Certification of Advanced Development Coaches
- Details of the Evaluation Process
- Debrief with the Candidate at the end of the process
- Re-evaluation process and Appeals

## 2- Advanced Development Coach Pathway

The training and certification pathways coaches of the *Advanced Development* context must follow are summarized in the diagram on the following page.

This document focuses on the Evaluation process.

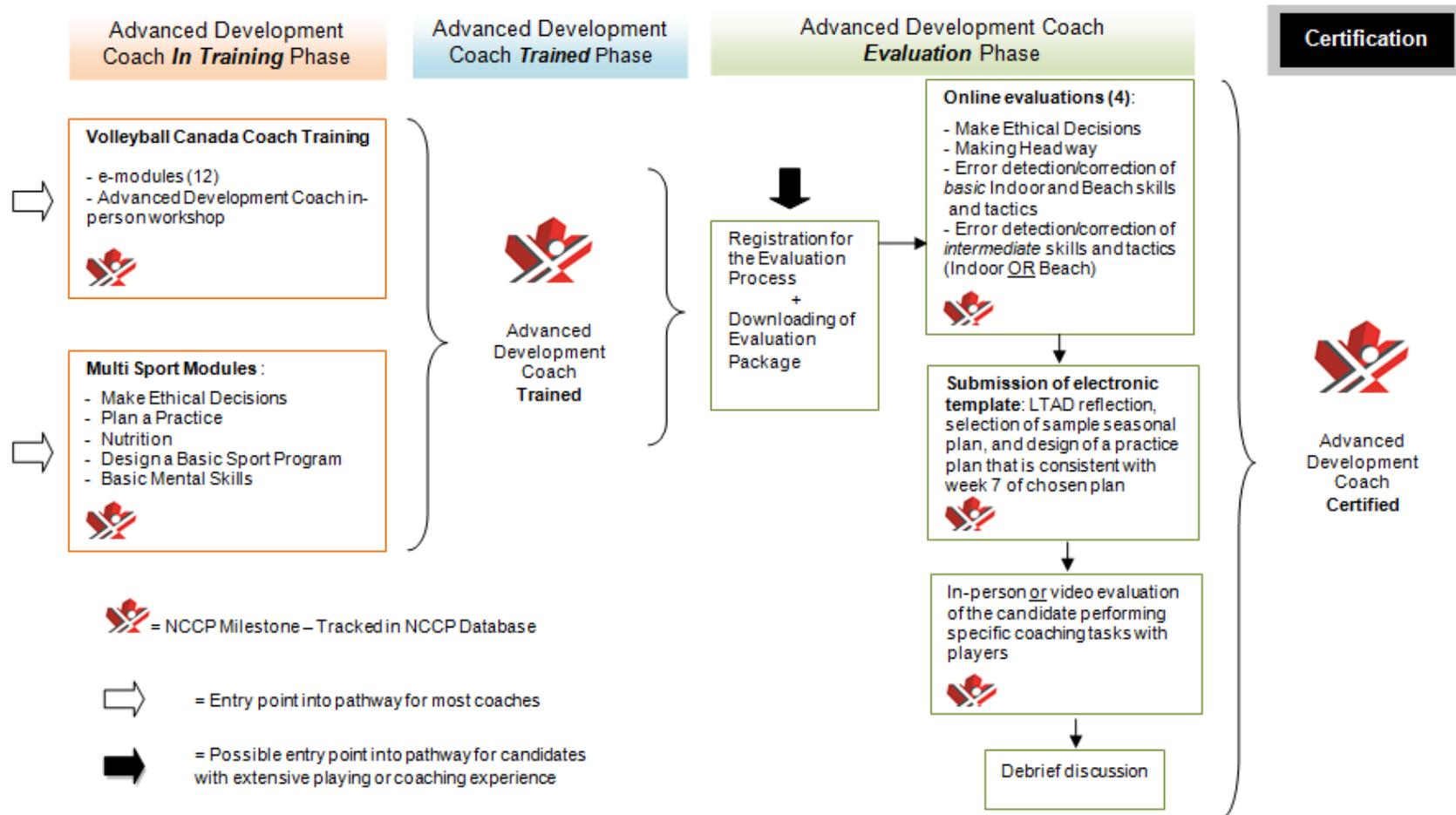
## 3- Online Registration

Registration to the evaluation process is done online.

Click [here](#) and login to access the online registration web page.

The system will automatically display the requirements that have been completed successfully, and allow you to move on to the next step of the process.

## Advanced Development Coach Training and Certification Pathway



## 4- Overview of the Certification Requirements

In order to be certified, *Advanced Development* coaches must successfully complete seven (7) evaluation requirements, which are summarized in the table below.

**Table 1** – Summary of the multisport and Volleyball-specific certification requirements for the *Advanced Development* coaching context.

Multisport		Requirements: The coach must...
<a href="#">Make Ethical Decisions (MED)</a>	1.	Successfully complete the online MED evaluation developed by the Coaching Association of Canada.
<a href="#">Making Head Way</a>	2.	Successfully complete the online Making Head Way <b>generic</b> module developed by the Coaching Association of Canada.
Volleyball-Specific		Requirements: The coach must...
<a href="#">Analyze Performance : Error Detection and Correction</a>	3.	Successfully complete the online performance analysis evaluations developed by Volleyball Canada for <b>Basic</b> Indoor <u>and</u> Beach skills and tactics*
	4.	Successfully complete the online performance analysis evaluations developed by Volleyball Canada for <b>Intermediate</b> skills and tactics in the discipline in which the coach is seeking certification (Beach or Indoor). *
Design a Basic Sport Program	5.	Critically reflect on the characteristics of own coaching environment relative to Volleyball Canada's LTAD model, select the most appropriate example of seasonal programs developed by Volleyball Canada, and provide a rationale for program selection. <b>Submission format:</b> EXCEL template sent by the Evaluator; submitted in conjunction with the requirement below.
Plan a Practice	6.	Produce a lesson plan that (1) meets Volleyball Canada's standards in terms of structure, contents, as well as characteristics and duration of activities, and (2) reflects the priorities and expected progressions outlined in the sample seasonal program selected. <b>Submission format:</b> EXCEL template sent by the Evaluator; submitted in conjunction with the requirement above.
Support to Athletes in Training	7.	Effectively apply the NCCP teaching process and Volleyball Canada's methodology for the integrated development of cue reading, decision-making, and technical execution when teaching Volleyball skills and tactics. <b>Evaluation format:</b> Submission of videos or in-person evaluation.

### Important Notes:

- Successfully completed certification requirements will appear on the coach's NCCP transcript.
- From the above list, evaluation requirements already completed successfully as part of the *Development* coach certification process will be credited in the *Advanced Development* context.
- In the above table, the requirements that are shaded must be completed online, and are marked automatically by the system (i.e., no. 1, 2, 3, and 4).

- Volleyball-specific certification requirements number 3 and 4 must be successfully completed before a coach can proceed to requirement 5.
- Certification requirements 5 (Basic Sport Program) and 6 (Plan a Practice) must be submitted at the same time, using an electronic template. They will be marked by a Volleyball Canada Evaluator.
- Certification requirements number 1 and 2 are not Volleyball-specific, and can be completed at any time during the process; however, they must be completed successfully before a coach can proceed to requirement 7.
- Certification requirement number 7 must be completed last.
- Upon completion of the last certification requirement, a debriefing session must take place between the Coach and the Evaluator.

## 5- Certification Requirements – Details and Procedures

This section provides a description of each certification requirement, and outlines the format as well as the procedure that must be followed to complete it.

### 5.1 - Make Ethical Decisions (MED) - Multisport

*Evaluation format: Online evaluation.*

Coaches must successfully complete the [Make Ethical Decisions](#) (MED) online evaluation developed by the CAC. This is an NCCP requirement for all sports.

If a coach has completed the MED training, and it appears on his or her transcript, he or she will have *unlimited* attempts at the MED evaluation, at no cost.

If a coach chooses to proceed directly to the MED evaluation without taking any training:

- A fee of \$85 will apply.
- The coach will have 2 attempts at passing the evaluation. If, after 2 attempts, the coach has not received a passing grade of 75% or better, he or she will need to sign up for MED training.

To register for the MED online evaluation, coaches must [log-in to The Locker](#) and select the “eLearning” option from the drop-down menu on the right hand side of the screen. For more information on taking the MED online evaluation, [click here](#).

## 5.2- Complete the Making Head Way Online Module (Multisport)

*Evaluation format: Online evaluation, not marked by a Volleyball Canada Evaluator*

Coaches must successfully complete the **generic version** of the *Making Head Way* online module developed by the CAC. This is an NCCP requirement for all sports.

To register for the free *Making Head Way* online module coaches must click [here](#), select the generic option, and then login to the Locker.

**Making Head Way Concussion eLearning Series**

Making Head Way Concussion E-Learning Series

**Concussion (n):**  
g injury of  
n resulting  
rbance of  
function

Soccer  
Snowboard  
Speed Skating  
Freestyle Ski  
Football

**Choose Your Module**

Sport (Generic) Soccer  
Snowboard Speed Skating  
Freestyle Ski Football

IELA  
2013 International E-Learning Association  
Honourable Mention, Business Division

Designed to help you gain the knowledge and skills required to ensure the safety of your athletes, these NCCP Professional Development modules will make you concussion smart!

To begin, you will require a NCCP#. If you have never taken an NCCP course and need a NCCP#, please register with The Locker.

You should expect to spend 60-90 minutes completing a module. Each completed module will be recorded on your coaching transcript as professional development.

### 5.3- Performance Analysis - Error Detection and Correction - Basic Skills & Tactics (Beach and Indoor)

**Evaluation format:** Online evaluation, not marked by a Volleyball Canada Evaluator.

**Evaluation task:** Coaches must successfully complete the online performance analyses of *Basic Beach and Indoor Skills and Tactics* developed by Volleyball Canada.

As part of the online evaluation, coaches must detect and correct errors made by players who are performing basic skills and tactics. Aspects such as cue reading decision-making, and execution must be analyzed. Coaches must apply Volleyball Canada's performance analysis model and assess three (3) short videos. Marking is done automatically by the system, consistent with Volleyball Canada's skill analysis model and technical guidelines.

Please consult the following page for the list of *basic skills and tactics* coaches must be familiar with for this evaluation.

To do this online evaluation, coaches who have completed the training do not have any fee to pay. They must go to the [coach.volleyball.ca](http://coach.volleyball.ca) web page, login, select the *Development* context, and then click the link to register to the **Error Detection-Correction** evaluation.



## Performance Analysis – Error Detection and Correction

Table 2 - Indoor Basic Skills & Tactics

Phase of Play	Basic Skills (Indoor)
<b>Serving</b>	Standing float
	Jump Float
	Jump Float - Step
	Spike Serve - Power
<b>Passing</b>	Forearm pass for the above serves
<b>Overhead pass (volley)</b>	Free ball pass
	Non-setter 2nd ball set
<b>Setting</b>	14 (High Ball)
	73 (Back Set)
	51 (Quick Attack)
	<i>*Backcourt sets (A,B,C)</i>
	<i>*Combinations (X's and Tandems)</i>
<b>Attacking</b>	Line
	Cross-court
	Tip
	51 (Quick Attack)
<b>Blocking</b>	Middle movements
	Outside blocker movements
<b>Defending</b>	Basic dig
	<i>*Ball Pursuit and Retrieval</i>
	<i>*Overhead Dig</i>
	<i>*Dive</i>
	<i>*Roll and/or Sprawl</i>
	<i>*Pancake</i>

*\*Not an evaluation requirement for Development Coaches*

## Performance Analysis – Error Detection and Correction

**Table 3 - Beach Basic Skills & Tactics**

<b>Phase of Play</b>	<b>Basic Skills (Beach)</b>
<b>Serving</b>	Standing Float
	Jump Float
	Jump Spin - Power
<b>Passing</b>	Forearm pass
<b>Overhead pass (volley)</b>	Free ball pass
<b>Setting</b>	Release from reception + footwork
	Setting from a pass 4-5m off the net
	Calling the shot
<b>Attacking</b>	Line (over)
	Cross-court
<b>Blocking</b>	Blocking Line
	Blocking Cross
	Blocking Ball
	Peeling Line
	Digging short roll behind blocker
<b>Defending</b>	Hard driven
	Double axe handle dig

#### 5.4 - Performance Analysis - Error Detection and Correction - Intermediate Skills & Tactics (Beach or Indoor)

**Evaluation format:** Online evaluation, not marked by a Volleyball Canada Evaluator.

**Evaluation task:** Coaches must successfully complete the online performance analyses of *Intermediate Skills and Tactics* developed by Volleyball Canada. This requirement is discipline-specific, so coaches need only complete the evaluation that applies to the discipline in which they want to be certified (Beach or Indoor).

Please consult the following page for the list of *intermediate skills and tactics* coaches must be familiar with for this evaluation.

To register for this online evaluation, coaches must follow the same procedure as the one described previously in 5.3, select the *Advanced Development* context, and then select the *Advanced Error Detection-Correction* evaluation.

The format of this online evaluation is the same as the one described previously in 5.3, except that coaches must analyze four (4) videos dealing with intermediate skills in the chosen discipline (Beach or Indoor).

**Table 4 – Indoor Intermediate Skills & Tactics**

<b>Phase of Play</b>	<b>Intermediate Skills (Indoor)</b>
<b>Serving</b>	Spike Serve - Control
<b>Passing</b>	Overhead Pass
<b>Setting</b>	41
	61
	31
	Step Around (inside)
	Step Around (outside)
	Fast left side (black)
	Fast right side (red)
	Fast B (pipe)
Fast C	
<b>Attacking (Middles)</b>	41
	61
	31
	Step Around (inside)
	Step Around outside)
<b>Attacking (Outsides)</b>	Fast left side (black)
	Fast right side (red)
	Tool off blockers' hands
	Roll shot to targeted locations
	"Rebound" spike for continuation of rally
Back court attacks (Fast B and C)	
<b>Blocking &amp; Defense</b>	2 person blocking movements & corresponding defensive movements within a Bunch Read and Spread system
	<i>*3 person blocking movements &amp; corresponding defensive movements within a Spread system</i>
	<i>*3 person blocking movements &amp; corresponding defensive movements within a Bunch Read system</i>
<b>Defense</b>	Ball Pursuit and Retrieval
	Overhead Dig
	Dive
	Roll and/or Sprawl
	Pancake

*\*Not an evaluation requirement*

**Table 5 – Beach Intermediate Skills & Tactics**

<b>Skill</b>	<b>Skill Descriptors</b>
<b>Serving</b>	Jump Float
	Jump Spin - Power
	Jump Spin - Control
<b>Passing</b>	Forearm pass
<b>Overhead pass (volley)</b>	Free ball pass
<b>Setting</b>	Forearm set after hard dig (adjust for spin)
	Cover after call
	Emergency setting with forearms
	Diving sets
<b>Attacking</b>	Transition attack (after dig, get into position while wiping hands of sand))
	Knuckle/Pockey (line short only)
	Joust (get to the ball and push second and stright ahead)
	Deception line or cross shot
	Cutty - high contact point
<b>Blocking</b>	Peeling Cross
	Joust, knuckle or spike sets on top of the net (go get it first)
	Set a blocked ball (consecutive contact)
<b>Defending</b>	Direct set after block touch
	High knuckle dig (from a peel)
	Diving or slide striding for a ball
	Digging backwards when charging the net

### Important Notes:

Following the successful completion of the **Performance Analysis/Error Detection and Correction** requirement, the remaining steps of the Volleyball-specific evaluation process involve an Evaluator.

The Evaluator is identified and assigned by the Provincial/Territorial Association. This step is initiated when you click the **Register** link besides the *Design a Basic Sport Program* requirement.

Once identified, the Evaluator will contact you to clarify how the remaining requirements will be managed. From this point on, the Evaluator will guide you through the process, and update your status.

## 5.5- Design a Basic Sport Program

**Evaluation format:** Completion and submission of an EXCEL file to the Volleyball Canada Evaluator.

**Note:** You may download the EXCEL template [Indoor](#) or [Beach](#), or a copy will be emailed to you by the Evaluator following the initial contact. This requirement and the following one must be submitted together, as the same template is used.

**Evaluation tasks:** For this requirement, coaches must do three (3) things:

**Step 1** - First, you must refer to the critical reflection you did during the *Design a Basic Sport Program* multisport module, and compare the characteristics of your own program to Volleyball Canada's LTAD model. You must then identify two (2) important issues that impact your program and negatively affect player development.

**Step 2** - You must then review a series of sample seasonal programs developed by Volleyball Canada, select the one that is best adapted to your own situation, and indicate why.

**Step 3** - Lastly, you must describe concrete initiatives that could be implemented to address the issues identified in Step 1 above in order to enhance player development. These initiatives must also be implementable within the framework of the sample plan selected in Step 2 above.

## 5.6 - Plan a Practice

**Evaluation format:** Submission of an EXCEL file to a Volleyball Canada Evaluator.

**Note:** You may download the EXCEL template [Indoor](#) or [Beach](#), or a copy will be emailed to you by the Evaluator following the initial contact. This requirement and the previous one must be submitted together, as the same template is used.

**Evaluation tasks:** For this requirement, coaches must produce a practice plan that:

- (1) Meets Volleyball Canada's standards in terms of structure, contents, as well as characteristics and duration of activities; and
- (2) Reflects the developmental priorities and expected progressions outlined in week 7 of the sample seasonal program that was selected in 5.5 (previous page).

Coaches must also submit an **Emergency Action Plan** for their own training environment that is consistent with NCCP standards (a template is provided in the EXCEL file).

## 5.7- Provide Support to Athletes in Training

**Evaluation format:** You must select one of the following options:

- (1) In-person evaluation (the Evaluator observes the coach as he or she completes a series of tasks during a practice), or
- (2) Submission of videos showing the coach in action while completing a series of tasks during a practice). For more information on how to produce and submit videos, click [here](#).

### Important Notes:

- This requirement is marked by a Volleyball Canada Evaluator.
- You must have successfully completed requirements 1 to 6 before you can proceed to this one.
- If you select the video option, videos submitted must meet the guidelines developed by Volleyball Canada relative to format as well as to image and sound quality in order to be acceptable. Click [here](#) to access these guidelines.
- Athletes involved during this evaluation requirement must be of an adequate age group and level of experience, and be at a stage where they can work on intermediate skills and tactics (see lists in Tables 4 and 5 under requirement number 5.4).

**Evaluation tasks:** As part of certification requirement no. 7, you must complete the 2 tasks that are described in the table on the following page. These tasks relate to the effective teaching of a Method 2 and a Method 3 drill, and must feature **intermediate** Volleyball skills. One of the drills must address a performance problem you have identified in your players. You must also provide the Evaluator with a description of each drill using the **Drill Design template** for [Indoor](#) or [Beach](#).

***In the case of in-person evaluations:*** *The first two drills after the warm-up are those the Evaluator will focus on and mark. You must (1) provide a description of the warm-up along with the drill descriptions; and (2) design the warm-up to prepare the athletes for the first drill.*

As you carry out these tasks, you must:

- Ensure that the practice environment is safe.
- Implement appropriately structured and organized activities.
- Demonstrate that you can effectively apply the NCCP teaching process.
- Demonstrate that you can effectively apply Volleyball Canada's methodology for the integrated development of cue reading, decision-making, and technical execution of selected skills and tactics when working with a group of athletes.
- Demonstrate that you can make interventions that promote learning.

**Table 6** - Coaching tasks Advanced Development Coaches must carry out as part of the *Provide Support to Players in Training* requirement. Using the **Drill Design template**, you must provide the Evaluator with a description of two drills: one for Method 2 and one for Method 3. One of these drills must address a performance problem you have identified.

Evaluation Tasks	Format	Duration
1- Teaching of an <b>attacking or defensive drill</b> that promotes cue reading, decision-making and skill execution using <b>Method 2</b>	<p>First, select one of the <b>intermediate</b> Volleyball skill or tactic listed in Tables 4 and 5, and a related Method 2 drill. You must then:</p> <ul style="list-style-type: none"> <li>• provide a copy of the drill to the evaluator</li> <li>• explain the importance and the purpose of this drill to the player (1 min)</li> <li>• explain and demonstrate the skill consistent with the guidelines of the NCCP teaching process (1-3 min)</li> <li>• apply correctly the guidelines/principles of Volleyball Canada’s Method 2</li> <li>• let the player(s) practice for a while (4-5 min)</li> <li>• provide an initial series of feedback to the player</li> <li>• let the player(s) practice again (3-4 min)</li> <li>• provide additional feedback to the player(s)</li> <li>• <i>optional: load the drill to provide 3 or more cues (1 min)</i></li> <li>• <i>optional: let the players practice again (4 min)</i></li> <li>• <i>optional: provide additional feedback to players (1 minute)</i></li> </ul>	15 to 20 minutes
2- Teaching of an <b>attacking or defensive drill</b> that promotes cue reading, decision-making and skill execution using <b>Method 3</b>	<p>The coach must select one of the <b>intermediate</b> Volleyball skill or tactic listed in Tables 4 and 5, and a related drill. He or she must:</p> <ul style="list-style-type: none"> <li>• provide a copy of the drill to the evaluator</li> <li>• explain the importance and the purpose of this drill to the player (1 min)</li> <li>• explain and demonstrate the skill consistent with the guidelines of the NCCP teaching process (1-3 min)</li> <li>• apply correctly the guidelines/principles of Volleyball Canada’s Method 3</li> <li>• let the player(s) practice for a while (5 min)</li> <li>• provide an initial series of feedback to the player</li> <li>• let the player(s) practice again (3-4 min)</li> <li>• provide additional feedback to the player(s)</li> <li>• <i>optional: load the drill (1 min)</i></li> <li>• <i>optional: let the players practice again (4 min)</i></li> <li>• <i>optional: provide additional feedback to the players</i></li> </ul>	15 to 20 minutes

**Notes:**

**For in-person evaluations:** *The first two drills after the warm-up are those the Evaluator will focus on and mark. You must therefore (1) provide a description of the warm-up using the **Drill Design template**; and (2) design the warm-up to prepare the athletes for the first drill.*

**For both video and in-person evaluations:** *You and the Evaluator may consider discussing the skills/tactics that are most appropriate to include in the drills, given the timing of the season and the experience of the players.*

## 6- Certification Standards: Criteria and Evidences

Competency standards for certification are based on **outcomes**, **criteria**, and **evidences**:

- **Outcomes** describe what coaches are expected to *be able to do*.
- **Criteria** describe *what will be evaluated within a given outcome*. Criteria are Volleyball-specific, and there may be several criteria evaluated for a given outcome.
- **Evidences** describe *what the Evaluator must see to confirm the attainment of a given criterion*.

For each Outcome, the Criteria and the Evidences – *and therefore the standard of competence required for certification* - can be consulted by clicking [here](#).

The tools and forms used by the Evaluator throughout the certification process reflect the standards that are expected for each program outcome. Click [here](#) to access the tools used by the Evaluator.

**To obtain certification credits in a program outcome, a coach must be considered competent in ALL its associated criteria.**

**To meet the competency standards associated with a given criterion, a coach must achieve the “NCCP Standard for Core Certification”, or better.**

## 7- Certification Procedures

As mentioned in Section 2, you must first register online to the evaluation process.

To do so, click [here](#) and login to access the registration web page.

The *Analyze Performance* requirements are evaluated online, and they are the first Volleyball-specific evaluation components you must complete.

This section outlines the procedure that should be followed by Evaluators and Coaches for the remaining three certification requirements:

- Design a Sport Program
- Plan a Practice
- Provide Support to Athletes in training

### 7.1- Registration to the Design a Sport Program Requirement

Upon successful completion of the online evaluation requirement, you must register online to the *Design a Sport Program* requirement.

This will initiate the procedure through which an Evaluator will be designated for the remaining steps of the certification process.

### 7.2- Email sent by the Provincial or Territorial Volleyball Association

Shortly after registering online to the *Design a Sport Program* requirement, you and your designated Evaluator will receive an email confirming that the next phase of certification process can begin.

*This email will be sent by the provincial or territorial Volleyball association.* The main purposes of this email are to inform you (1) about who will be responsible for your evaluation; (2) that you will be contacted shortly by the Evaluator.

### 7.3- Evaluator Contacts You (Phone or Skype)

After the email is sent, the Evaluator must get in touch with you either by phone or Skype to introduce himself/herself, and to clarify the specifics and the timelines for completing the last series requirements of the evaluation process:

- Design a Basic Sport program (see Section 5.5)
- Plan a Practice (see Section 5.6)
- Provide Support to Athletes in Training (see Section 5.7, and Table 6)
- Debrief (see Section 7.5).

During this first contact, the Evaluator will also:

- Review the Evaluation Tool; the Outcomes, Criteria, and Evidence; and the Standards for Certification
- Go over the EXCEL template that will be used to complete the Design a Sport Program and Plan a Practice requirements
- Answer any questions you may have
- Ensure you understands the process, evaluation tools, and standards

At this stage, you may indicate if you prefer an “in-person observation” for the *Provide Support to Players in Training* requirement, or if you will be submitting videos. For more information about how to produce videos, click [here](#).

**If this aspect is not clarified during the first contact, you and the Evaluator must agree on a date at which the decision should be provided.**

### 7.4- Completion of Three Remaining Volleyball-Specific Requirements

Following the discussion with the Evaluator, you complete the remaining Volleyball-specific evaluation requirements

- Design a Basic Sport program
- Plan a Practice
- Provide Support to Athletes in Training

Throughout this process, you will be in in contact with the Evaluator, and he or she will guide you through the various steps.

## 7.5- Debrief Following Completion of the Support to Athlete in Training Evaluation Requirement

After you complete the Support to Athletes in Training requirement, you and the Evaluator will engage in a discussion. This can take place either in person or over the phone. The purpose of the debrief session is fourfold:

- 1- To give you an opportunity to reflect on and talk about the activities with the athletes went.
- 2- To discuss your performance, and give the Evaluator an opportunity to provide feedback on what he/she observed, including criteria met and evidence observe.
- 3- To clarify any evidence that was not observed during the in-person or video review.
- 4- Give you and the Evaluator an opportunity to develop an Action Plan for your ongoing professional development.

The debrief should last between 30 and 60 minutes, including the development of an Action Plan for your continued professional development.

For more information about the *debrief*, click [here](#).

## 7.6- Action Plan

The final step in the evaluation involves the Evaluator discussing with you, and producing an action plan for ongoing professional development.

The action planning should assist you in establishing short-term and long-term goals as well as the sequence of activities to accomplish such goals.

For more information about the *action plan*, click [here](#).

## **8- If improvement is needed...**

In the case of an unsuccessful evaluation, clear indications of areas needing improvement and the procedure for re-evaluation will be provided by the Evaluator. Depending on the areas where certification standards were not met, you may have to re-submit only certain parts of the evaluation.

Please note that some additional fees may apply. Typically, fees will reflect the anticipated amount of time required by the Evaluator to go over the evaluation segments where certification standards were not met.

In the event of an unsuccessful evaluation, coaches have the option to re-submit the required work to the same Evaluator, or to request that another Evaluator be appointed.

## **9 - Appeals**

A coach may appeal an unsuccessful evaluation, using the procedure in place within the Provincial or Territorial Volleyball Association. The coach must file his or her appeal within three (3) months of date of the evaluation event being appealed.

The cost of an appeal is \$100.00 for the coach candidate, payable to the Provincial or Territorial Volleyball Association.

For more information about the appeal process, click [here](#).