

## Team Staff Requirements

**The deadline to complete all requirements except the CI Certification\* is December 15<sup>th</sup>.**

Review the [Team Staff Policy \(#10\)](#) and look under COACHES on our website. There are useful tabs such as “Team Staff Requirements”, “Coaching Clinic Schedule”, and “How to Register”.

Here are some quick points:



Division	Head Coach	Assistant Coach
Active Start	Coach Initiation in Sport eModule	Coach Initiation in Sport eModule
U10	CSI Trained	CSI Trained
U12C	CSI Trained	CSI Trained
U12B	CSI Trained	CSI Trained
U12A	CI Trained	CI Trained
U14C	CSI or CI Trained	CSI or CI Trained
U14B	CI Trained	CI Trained
U14A	CI Trained	CI Trained
U14AA	CI Certified	CI Trained
U16B	CI Trained	CI Trained
U16A	CI Certified	CI Certified
U16AA	CI Certified	CI Certified
U19B	CI Trained	CI Trained
U19A	CI Certified	CI Certified
U19AA	CI Certified	CI Certified
Open A/B/C/D	no requirements	no requirements
NRL	CI Certified + Comp Dev module	CI Certified + Comp Dev module

### CSI Trained

- Make Ethical Decisions
- Ringette Community Sport Initiation Course
- Coach Initiation in Sport
- Make Ethical Decisions Online Evaluation

### CI Trained

- Make Ethical Decisions
- Ringette Competition-Introduction Course
- Coach Initiation in Sport

### CI Certified

- Ringette Competition-Introduction (CI) Evaluation
- Make Ethical Decisions Online Evaluation

\*coaches have until January 31<sup>st</sup> to compete the evaluation certification component for Competition Introduction.

- Junior Coaches: **Coach Initiation in Sport eModule**
- On-ice assistants: **Coach Initiation in Sport eModule**
- Managers: certificate, **not allowed on the bench**
- Trainers: standard first aid or better – see our [website](#)

**Qualified female coach: each team must have a qualified female coach, 18+ years old.** We recommend having more than 1 on your Hard Card/Team Roster Form (TRF) when possible. Female junior coaches, on-ice assistants, managers, or trainers do not fulfill this requirement even if they also have the proper training. They must be registered and acting as a coach.

There is a provision within the Team Staff Policy (please read!) for acceptable absences which applies to any coach. It is not meant to be an easy excuse, but rather to take some pressure off female coaches. Acceptable absences include: attending coach training, illness, reasonable school/work conflicts. We recommend alerting the other team you’re playing against why you are missing a head coach or female coach on your bench. You may NOT replace that person with someone who is NOT on your hard card.



# Coaching Courses and Where/How to Register

You'll need 2 accounts. One at <https://thelocker.coach.ca>, and one at [www.coachingringette.ca/c](http://www.coachingringette.ca/c)

The Coach Initiation in Sport eModule and the Make Ethical Decisions (MED) online evaluation are done through The Locker. **(NOTE: do NOT do the MED online evaluation until AFTER you've taken the course \$!).** To register for the Community Sport Initiation (CSI), Competition Introduction (CI), or Make Ethical Decisions (MED) class, you'll use your Ringette Canada coaching site. Screen shots below.





## The Locker (NCCP)

The screenshot shows the 'The Locker' website interface. At the top left is the 'coach.ca' logo. The navigation menu includes: Be A Coach, What is the NCCP?, Coach Training, Coach Resources, Programs, About CAC, The Locker, and Logout. Below the navigation is a 'Home' button. A 'NAVIGATION' section contains icons for ELEARNING, CALENDAR, PATHWAYS, CERTIFICATION, PROFESSIONAL, and PROFILE. The 'LATEST' section displays a 'Welcome, Ringette!' message with a link 'This is not my account'. The 'ACTIVITY' section shows 'PROFESSIONAL DEVELOPMENT' and '0 ALL-TIME POINTS' with a legend for NCCP, Non-NCCP, NON-NCCP (MS), and Active. The 'ATTENTION' section asks to confirm details: 'Please confirm the following:' with input fields for 'FirstName' (Ringette) and 'LastName' (Alberta).

The screenshot shows the 'eLearning' page on the Ringette website. The navigation menu includes: Be A Coach, What is the NCCP?, Coach Training, Coach Resources, Programs, About. Below the navigation is an 'eLearning' button. A dropdown menu is set to 'Multi-Sport' and a search box contains 'Coach & Coach Developer'. The 'AVAILABLE' section lists various courses, with 'Coach Initiation in Sport' highlighted. A numbered list of instructions is provided: 1. Choose a sport from the drop-down list, 2. Select an eLearning course from the left menu, 3. Read the instructions and begin! A 'NOTE' states: 'Internet Explorer 11 is currently not supported'. A 'FOR ASSISTANCE CONTACT' section provides: Coaching Association of Canada, (613) 235-5000, coach@coach.ca.

New & Returning Coaches

### Community Sport Initiation (CSI)

Component	Registered	Completed
 <p>Coach Initiation in Sport</p> <p>I want to complete Coach Initiation in Sport (thelocker.coach.ca eLearning)</p> <p>Ringette Canada must be notified to confirm completion.</p>	Confirm Completion	--
<p>2</p> <p>Make Ethical Decisions Module</p> <p>This is a stand-alone generic module offered by your provincial coaching body.</p>	This is complete Give me credit	--
 <p>3</p> <p>Community Sport Initiation Clinic</p>	register	--
 <p>4</p> <p>Make Ethical Decisions (MED) Online Evaluation</p> <p>I want to complete MED Online Evaluation (thelocker.coach.ca eLearning)</p> <p>Ringette Canada must be notified to confirm completion.</p>	Confirm Completion	--
 <p>5</p> <p>Make Ethical Decisions Module (AB) Clinic</p> <p>This is a stand-alone generic module offered by your PSO.</p>	register	--





#1 and #4 are done through the NCCP Locker.

For #3 and #5, click on 'register' and select the course which best works for you from the list that comes up.

#2 and #5 are the SAME course, but #2 is offered directly through the NCCP/Alberta Sport and costs \$55. We subsidize the course for \$20. You can do either to fulfill the requirement, but check that your local association will reimburse the higher cost.

**#2 OR #5 must be done BEFORE #4**

### Competition Introduction (CI)

Component	Registered	Completed
 <p>1</p> <p>Coach Initiation in Sport</p> <p>I want to complete Coach Initiation in Sport (thelocker.coach.ca eLearning)</p> <p>Ringette Canada must be notified to confirm completion.</p>	Confirm Completion	--
<p>2</p> <p>Make Ethical Decisions Module</p> <p>This is a stand-alone generic module offered by your provincial coaching body.</p>	This is complete Give me credit	--
 <p>3</p> <p>Competition Introduction Pre-Clinic</p>	begin	--
<p>4</p> <p>Competition Introduction Clinic</p>	--	--
<p>5</p> <p>Competition Introduction Evaluation</p> <p>There is a \$80 charge for this module.</p> <p>I wish to proceed directly to evaluation</p>	--	--
 <p>6</p> <p>Make Ethical Decisions (MED) Online Evaluation</p> <p>I want to complete MED Online Evaluation (thelocker.coach.ca eLearning)</p> <p>Ringette Canada must be notified to confirm completion.</p>	Confirm Completion	--
 <p>7</p> <p>Make Ethical Decisions Module (AB) Clinic</p> <p>This is a stand-alone generic module offered by your PSO.</p>	register	--

#1 and #6 are done through the NCCP Locker, and are exactly the same as what's in the list for CSI. #2 and #7 are the same as CSI as well – nothing has to be done twice.

Before the 'register' button will appear next to #4, you must complete the pre-clinic workbook by clicking 'begin' beside #3. The program is run through the Ringette Canada site and you can stop and start as needed by saving as you go.

You must complete the CI Clinic before the 'begin' button will appear next to CI Evaluation.



# Checking your coaching status

All coaches must have the appropriate Trained or Certified status to be approved.

If you are a new coach, this will automatically happen when you complete the required components listed on Page 1. Returning coaches may have gaps in their pathway and will need to check online.

Go to <https://thelocker.coach.ca> and if you don't remember your account information, email [bronwen@ringettealberta.com](mailto:bronwen@ringettealberta.com) for a reset, **DO NOT create a new profile.**

For U10, U12B, U12C, U14C all coaches need to be Community Sport Initiation TRAINED.

**COACH**

RINGETTE COMMUNITY SPORT - INITIATION	SINCE	EXPIRES	P.D. POINTS
★★ Trained	27-Nov-2018	Jan 2024	0 / 10

**TRAINING**

Community Sport Initiation	Calgary AB	24-Nov-2018
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For U12A, U14, U16, U19, all coaches need to be Competition Introduction TRAINED.

**COACH**

RINGETTE COMPETITION-INTRODUCTION	SINCE	EXPIRES	P.D. POINTS
★★★ Trained ⓘ	15-Jan-2019	Jan 2025	5 / 20

**TRAINING**

Competition Introduction	Edmonton AB	9-Dec-2018
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For U14AA (Head Coach only), and U16A/AA, U19A/AA (all coaches), you need to be Competition Introduction CERTIFIED.

**COACH**

RINGETTE COMPETITION-INTRODUCTION	SINCE	EXPIRES	P.D. POINTS
★★★ Certified	11-Dec-2018	Jan 2024	0 / 20

**TRAINING**

Competition Introduction	Sherwood Park AB	14-Oct-2018
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**EVALUATION**

Competition Introduction	St. Albert AB	11-Dec-2018
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For information on how to register to be CI Certified, check the "[Coaching Clinic Schedule](#)" page.

If your profile says “Not yet certified” or “In Training”, you are missing at least one component. Click on the and see which components are required for a “Trained” or “Certified” status.



COACH		SINCE	EXPIRES	P.D. POINTS
RINGETTE COMMUNITY SPORT - INITIATION		15-Jan-2019	---	---
<b>**</b>	In Training			

TRAINING			
Community Sport Initiation		Fort McMurray AB	1-Dec-2018

To become CSI Trained, this coach needs to do the MED Online Evaluation.

RINGETTE COMMUNITY SPORT - INITIATION	
<b>COACH</b>	<b>PATHWAY</b>
Trained	<b>MODULE</b>
In Training Achieved: 15-Jan-2019	Make Ethical Decisions <span style="float: right;">Completed 15-Jan-2019</span>
	Ringette Community Sport Initiation Course <span style="float: right;">1-Dec-2018</span>
	Coach Initiation in Sport <span style="float: right;">28-Oct-2018</span>
	Make Ethical Decisions Online Evaluation <span style="float: right;">-</span>

COACH		SINCE	EXPIRES	P.D. POINTS
RINGETTE COMPETITION-INTRODUCTION		19-Jun-2019	---	---
<b>***</b>	In Training			

TRAINING			
Competition Introduction		Edmonton AB	19-Jun-2019

To become CI Trained, this coach needs to take a Make Ethical Decisions class.

RINGETTE COMPETITION-INTRODUCTION	
<b>COACH</b>	<b>PATHWAY</b>
Certified	OPTION 1    OPTION 2
Trained	<b>MODULE</b>
In Training Achieved: 19-Jun-2019	Make Ethical Decisions <span style="float: right;">Completed -</span>
	Ringette Competition-Introduction Course <span style="float: right;">19-Jun-2019</span>
	Coach Initiation in Sport <span style="float: right;">25-Aug-2017</span>

For information on how to register for a clinic, check our [How to Register](#) page.

**Note: Make Ethical Decisions (MED) has been updated since some people took it as an integrated component of CSI or CI. It's now a separate, stand-alone course and if your pathway shows it's incomplete, you must take the class, even if you've already done the online evaluation.**



## Status Renewal and PD Points

If you are a new coach, your 5-year cycle won't start until you complete the required components listed on Page 1. Returning coaches may have incomplete pathways or statuses needing renewal.

All Trained and Certified statuses must be maintained by acquiring a certain number of Professional Development (PD) points every 5-year cycle, starting from the time you first achieve a status. CSI needs 10, CI needs 20, and Comp-Dev needs 30. Log into your [NCCP Locker](#) and check your certification.

If your status expired in January 2019, you must complete the outstanding points before you will be approved for the 2019-2020 season.



COACH			
RINGETTE COMMUNITY SPORT - INITIATION	SINCE	EXPIRES	P.D. POINTS
★★ Trained <b>NOT RENEWED</b>	21-Sep-2013	Jan 2019	8 / 10

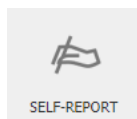
If your status expires in January 2020, you have until Dec 31<sup>st</sup> to complete the missing points, or you will not be allowed to coach until successfully renew.

COACH			
RINGETTE COMMUNITY SPORT - INITIATION	SINCE	EXPIRES	P.D. POINTS
★★ Trained (Transferred)	8-Oct-2014	Jan 2020	0 / 10

Your status will say it expires January 2020 even if you have 10/10 or 20/20, because January 2020 is when your 5-year cycle ends. On January 1, 2020, the coach below will see their profile change to say expires Jan 2025 and 0/20 under PD Points.

COACH			
RINGETTE COMPETITION-INTRODUCTION	SINCE	EXPIRES	P.D. POINTS
★★★ Certified (Transferred)	8-Oct-2014	Jan 2020	20 / 20

If your CSI has expired but your CI is fine and you are only coaching at a level that requires CI, you don't have to worry about it. If your CI Trained is expiring but you will be completing your CI Certified this season, you are getting a new status and you will get a new 5-year cycle starting in January.



To get the points you need, there are a LOT of ways, including self-reporting years of active coaching under your certification tab.

The NCCP has courses offering great information about coaching, injury prevention, long term athlete development, and more. *The influence and impact of a coach is immeasurable, so it's important we do the best we can for our athletes.*

**Your ALL-TIME points (as shown on your Locker home page) are not important. Only the points that are accumulated during the 5-year cycle of a status count towards its renewal.**

Go to our [PD Points and Status](#) page for details.



New & Returning  
Coaches

## Join Us!

We are on social media: [Facebook](#), [Twitter](#), [Instagram](#). We post lots of interesting and helpful content there. Check out our [YouTube channel](#) and forward things to your coaching staff and any parents or spectators who might find it informative/interesting.

**Basecamp:** this is an online platform that Ringette Alberta started using last season to stay connected and effectively communicate with our members across the province. Right now, we have a group set up for Coaching Directors, and will be inviting Head and Assistant coaches to join a group, and a separate group for Junior Coaches. If there's interest, we can make one for Managers or anyone else! The idea is to update everyone at once, share videos and ideas, or anything else to make ringette as enjoyable as possible for all of our athletes.

## Mentorship

Ringette Alberta has launched a [mentorship program](#). The mentee may be new to ringette, new to coaching, or both, and there are mentors who can help guide them through it all. Mentorship was identified as a missing piece of the coach development puzzle in recent surveys. The time commitment is minimal and steered by the needs of the mentee.

We are encouraging interested coaches to apply either as mentors or mentees.

## Coach Development Opportunities

We host two big events each spring (April/May): **RAB Challenge and RAB Cup**. If you don't know much about these events, look through our website under "ATHLETES". Athletes apply individually and we split them onto teams as evenly matched as possible, so they can meet athletes from across the province. They have a few practices, games, and other activities over the course of a weekend. Everyone has a ton of fun.

Coaches from any level can register (free) to attend and will be assigned to coach a team. We have Senior and Junior national team coaches and athletes who lead the ice sessions and coaches observe and participate. If you are coaching your child, you can either request to be on the same team or not 😊

Registration will open on February 1<sup>st</sup>.

## Coach Tips & Tricks

1. Find out why your athletes play. Winning barely cracks the top 10.
2. Take your team to watch a higher-level ringette game in your area. Do you know about the National Ringette League?
3. Ringette has very little in common with hockey, so if that's where you're coming from, change your mindset. If you want to compare ringette strategies to a sport you're more familiar with, think of lacrosse or basketball which are possession games and have more similarities to ringette.
4. Don't put all your tall kids on defense.
5. When your U10 player scores their 3 goals, don't move them to defense. Make them play forward and learn to pass. They can play defense in the next game.
6. Don't underestimate the importance of teambuilding. If you're not sure how that works, talk to your parent group or pair up with an older team in your association to play some games.
7. Try to dress two goalies at practices, even if the only double item you have is a goalie stick. This might make the goalies feel less isolated and encourage more of your athletes to try playing in goal. Assign a coach to work with goalies every practice.
8. Get a [junior coach](#), ask for their advice for drills and plays, and LISTEN TO THEM.
9. Learn the rules and teach them to your spectators/parent group. We have [YouTube videos](#) for that! Your athletes will not benefit from parents yelling contradictory information from the stands.
10. The referees are often current/former ringette players, and though they're allowed to make mistakes, they know the rules better than you do.
11. Long sticks aren't better! Not even on defense, and not to get a better shot.
12. Big wrist shots don't score the most goals. Good fakes, getting to the high-scoring areas, and a quick release do.
13. Use the correct terminology: free pass, ring, two lines.
14. There's no dump & chase.
15. Right/left defense or forward doesn't matter.
16. Teach how to properly use body position and LEGAL contact.
17. Get together with other coaches to share experiences, drills, or even a game of shinny ringette. You learn a lot about the game by playing it.
18. MAKE EVERYTHING FUN!