

## Softball Manitoba Coaching Requirements: U13 AAA



COURSE	HEAD COACH	ASSISTANT COACH	MANAGER
Respect in Sport	√	√	√
Criminal Record Check	√	√	√
Child Abuse Registry Check	√	√	√
Foundations of Coaching Softball: Part 1	√	---	---
Foundations of Coaching Softball: Part 2	√	---	---
Make Ethical Decisions	√	---	---
Make Ethical Decisions Online Evaluation	√	---	---
Competition Introduction: Weekend 1 (or 3 Hybrid Virtual Modules)	√	---	---
Competition Introduction: Weekend 2 (In-person Weekend)	√	---	---
In-person Evaluation	√	---	---

### Requirements for coaching staff (Head Coach, Assistant Coaches, Managers) at the AAA level:

- All coaching staff must have a valid **Respect in Sport** Certificate within the last five (5) years to be eligible to register with Softball Manitoba. Information to complete this 3-hour on-line course can be found here, <https://www.softball.mb.ca/content/respect-in-sport>
- All coaching staff must have a valid **Criminal Record Check & Child Abuse Registry Check** within the last five (5) years to be eligible to register with Softball Manitoba. Full requirements and links to complete a CRC/CARC can be found here, <https://www.softball.mb.ca/content/criminal-record--child-abuse-registry-checks>

### Requirement for the Head Coach of a team attending a U13 AAA Minor Provincial Championship leading to a Western Canadian are required to follow the Western Canadian Softball Association's Coaching Certification Requirements as follows:

- Managers and Coaches are eligible to participate in Western Canadian Championships under the following provisions:
  - They are signed to the current Softball Canada or Provincial/Territorial Team Registration Certificate of their team.
  - The **Head Coach is Competition Introduction: Certified** in the National Coaching Certification Program and is in attendance at all games and on the team's bench.
  - If the Head Coach is **not fully Certified** and in attendance at all games and on the team's bench, then all coaching staff **will not be allowed on the field or in the coaches' box** at a Canadian Championship.
  - If the Head Coach is **Certified** and in attendance at all games and on the team's bench then the coaching staff (coach, assistant coaches, and manager) **may go on the field**.
  - A province/territory sending a team to a Western Canadian Championship without the Head Coach Competition - Introduction Certified will be fined \$250.00. (Two Hundred Fifty Dollars) and the team will NOT be allowed to use base coaches during the Championship.

- Managers and Coaches may not participate as players unless they are so registered.
- If, for any justifiable reason, the certified coach or manager registered with a team is unable to meet the coaching commitments necessary for the team to compete at any of the above-mentioned championships, the team may replace its certified coach with another certified coach who can meet all further coaching requirements. The pick-up coaches must be properly registered no later than June 22nd (June 30th north of the 53rd parallel) and approved for the Championship they are participating at least ten (10) days prior.
- The certified coach or manager substitute must be with the team in the dugout or on the field when it participates in a Provincial Championship. (Teams that do not meet the proper coach certification requirements by June 22nd are ineligible for an approved substitute.) Any team, which earns the right to represent the Province in WCSC competition through a Provincial Championship, will forfeit this right if the team did not meet the above requirements.
- The certified coach must be the coach that signs the line-up card at the pre-game meeting for all games.

**Note:** A team forfeiting its right to represent the Province in a WCSC competition because it did not meet the above coaching requirements will be replaced as Provincial representative by the next highest team in the Provincial Championship standings, which did meet the coaching requirements. If no other team indicated intent to represent the Province at a WCSC, the team forfeiting will face further action. (\$2,000 fine).

#### **KEY POINTS:**

1. Head Coach must be **Comp Intro CERTIFIED**.
2. Assistant Coaches/Managers do not require a coach certification **if** the Head Coach is Comp Intro Certified.
3. All coaches/managers require a valid Respect in Sport Certification and Criminal Record Check within the past five years.

#### **Competition Introduction: CERTIFIED Requirements:**

- Foundations of Coaching Softball: Part 1
- Foundations of Coaching Softball: Part 2
- Multi-Sport Module: Making Ethical Decisions + Online Evaluation
- Softball Competition Introduction: Weekend 1 (or 3 Hybrid Virtual Modules)
- Competition Introduction: Weekend 2 (In-person Weekend)
- On-Field Evaluation

[View Softball Canada's Competition Introduction Pathway here.](#)

**NOTE:** All coaches who have been certified in **Softball's Competition Introduction will be required to obtain 20 Professional Development (PD) points** to maintain your NCCP certification. PD points can be earned through a variety of activities that certified coaches already participate in. These activities include national and provincial sport organization conferences and workshops, coaching committees, e-Learning modules, NCCP workshops, coach mentorship programs, and active coaching and/or instructing. More

information can be found here, <https://www.softball.mb.ca/content/nccp-pd-points-and-maintenance-of-certificaiton>

### How to register and complete Foundations of Coaching Softball: Part 1

- Log into your Locker Profile here, <https://thelocker.coach.ca/account/login?mode=login>
  - If you have forgotten your login credentials, click “Forgot password” on the login page to retrieve your information.
- Once you are logged into the Locker, your NCCP dashboard will appear. Select the **ELEARNING** tab at the top of the page. Then scroll down the page and select “Softball” (the default is showing “Multi-Sport”). Under the “Available” menu you will see all the Softball e-Learning modules available to complete.
- Click on **Foundations of Coaching Softball – Part 1**. Read the instructions and when you are ready click the **PAY NOW** button at the bottom to start the course.

### How to register and complete Make Ethical Decisions (February until March 31, 2026, 11:59:59 PT)

- Log into your Locker Profile here, <https://thelocker.coach.ca/account/login?mode=login>
  - If you have forgotten your login credentials, click “Forgot password” on the login page to retrieve your information.
- Once you are logged into the Locker, your NCCP dashboard will appear. Select the **CALENDAR** tab at the top of the page.
- You can set the filter to whatever preference you want (month, year, province). Once you find a **Make Ethical Decisions** course on the calendar on a date that works for you, click on it. It will then appear on the right-hand side of the page. Click on that link and it will bring you to a dedicated page to register.
- If the dedicated page indicates that the clinic is full you will have to look for another date.

### How to register and complete NCCP Make Ethical Decisions Online Evaluation (February until March 31, 2026, 11:59:59 PT)

- Log into your Locker Profile here, <https://thelocker.coach.ca/account/login?mode=login>
  - If you have forgotten your login credentials, click “Forgot password” on the login page to retrieve your information.
- Once you are logged into the Locker, your NCCP dashboard will appear. Select the **ELEARNING** tab at the top of the page. The default is showing “Multi-Sport”. Under the “Available” menu scroll down until you see, **NCCP Make Ethical Decisions Online Evaluation**.
- Click on **NCCP Make Ethical Decisions Online Evaluation**. Read the instructions and when you are ready click the **BEGIN** button at the bottom to start the course.

### How to register and complete Make Ethical Decisions (as of April 1, 2026)

- Coaches will be required to access **NCCP Make Ethical Decisions** through **The Locker** at <https://thelocker.coach.ca/account/login?mode=login>
- The new eLearning module will feature both the training and evaluation.
- The instructions **above** will be replaced with new login details on April 1, 2026.