

Competition Introduction – On-field Evaluation Process

For you to be certified in the Competition Introduction Softball Coaching clinic you will have to complete the following and be coaching at the U15 level or higher:

1. Complete –Foundations of Coaching Softball (FOCS) Part 1 & 2, Competition Introduction Modules #1, #2, #3 and In-person Clinic.
2. Complete - Make Ethical Decisions On-Line Evaluation (this section is completed independently by the Coach on their own timelines **PRIOR** to submitting their application for the On Field Evaluation. It takes approximately 1 hour.) To do this:
 - a. go to www.coach.ca
 - b. put your cursor over My Locker drop down box (right hand side) and select e-learning
 - c. log in using your CC# or email and your password (if you forgot it you can retrieve it). If you don't have a password, email either me or coach@coach.ca and ask them for one.
 - d. choose Make Ethical Decisions Online Evaluation – then select from the right, the stage of athletes you work with most often. It now doesn't matter which one you select, as it will go on your transcript as taking the MED online evaluation.
 - e. Please take a screen shot when you complete it, as it doesn't always show up on your transcript. If it doesn't within a day – contact coach@coach.ca and tell them your issue.
3. Complete - Respect In Sport – Online Certification 2-3 hours (this section is completed independently by the Coach on their own timelines **PRIOR** to submitting their application for the On Field Evaluation. To do this, go to www.softball.sk.ca and scroll down our front page until you find it.
4. Submit Application Form (see attached), Coach Package & evaluation fee (given directly to evaluator once confirmed), and selected evaluation mode (1 of 2 ways to get evaluated: 1. On-field at a practice, 2. Video submission)
 - a. Please note: if you want to be evaluated so that you are certified for the upcoming softball season, your application must be in the office by **May 15 each year** – we will not accept any applications or do any evaluations for the current softball season after June 1st Provincial Roster deadline date.
5. Once you have received an evaluator, the following must be provided to him/her:
Coach Package must include hard copies of:
 - a. Softball Canada – Regional Coach Portfolio – Completed
 - i. Emergency Action Plan (EAP) - Completed for home field
 - b. Observation Kit – first page completed using your 90 mins. practice plan
 - c. 90 mins. Practice Plan - the practice has 12 players & 2 coaches (state age of players, new or review for each skill). Included in the practice is at least 1 basic skill & 1 tactical skill (ie. run downs, double plays, bunt coverage, etc.)
NOTE: The practice plan must be very detailed! Example – you arrive to practice & your kid gets injured 1 min. in, and you have to hand this to me to run the practice! (I.e.. diagrams, key coaching points, new or reviewed skill, breaks, equipment, etc.)

NOTE: Please allow 3 weeks between submission and actual evaluation to take place.

Option 1: On-field Evaluation

1. The coach will apply to Softball Saskatchewan by filling out and submitting the Application Form and supplying 3 dates that you will be having a practice that the evaluator can choose from. You will pay the evaluator directly - \$150.00, plus Evaluators expenses (km's & meal) if they must travel out of town.
2. This submission must be at least 3 weeks prior to first date listed of On-field Evaluation supplied.
3. Softball Saskatchewan will contact an evaluator and confirm the date, time and location of the evaluation. A confirmation email will be sent to the coach and the evaluator, so they then communicate themselves any further information for future contact regarding the evaluation.
4. The coach completes the On-Field Evaluation by running the practice submitted with their team or group of athletes. The Evaluator conducts the evaluation by observing the 90 mins. practice and conducting a debrief afterwards.
5. The Evaluator will then give back the Coach Package to the coach and provide Softball Saskatchewan an update on the evaluation (observational kit).

Option 2: Video Evaluation

1. The coach will apply to Softball Saskatchewan by filling out and submitting the Application Form, the Coach Package and the USB stick of their practice. The video submission must follow the guidelines below. This evaluation will cost \$150.00.
2. Softball Saskatchewan will ensure Coach Package is complete, then send it out to an Evaluator.
3. Evaluator will contact the coach within 3 weeks of receiving the Coach Package to do either a Video (Skype) debrief (preferred) or phone call debrief.
4. The Evaluator will make arrangements to give back the Coach Package to the coach and provide Softball Saskatchewan an update on the evaluation.

Video Protocol

- Videotaping MUST be done by a third party/assistant
- Focus of the video is on the coach's competency and ability to interact with athletes
- Tripods should be used whenever possible. If not using a tripod, try to keep the camera stable and steady
- Videoining should be done in proximity to where the Coach and athletes can be heard
- Lighting may be an issue, please maximize the amount of light possible for your video by altering your camera's shutter speed setting (see your camera's user manual for instruction)
- Minimize the use of the zoom feature- instead move the camera closer if necessary
- Try to video when there is the least amount of activity on other diamonds
- Videos should be submitted on a USB stick
- Video must be 90 to 120 minutes

Video Format

- An Introduction to the session with the following components:
 - Introduce yourself
 - Time, date and location
 - Team (name, age, skill level, experience and positions)
 - An explanation that facility check has been completed and all necessary equipment is in place
- You must be seen in the video coaching
- Warm-up
- The Practice (same practice plan you submitted)
- Delivery Skills
- Observation of athlete's performance of practice goals/objectives
- Detect and Correct as they relate to the assigned skill
- Cool-down
- Practice Conclusion with athletes
- Coach provides a commentary debriefing about the practice (What went well? What would you do different?)