



# NATIONAL COACHING CERTIFICATION PROGRAM POLICY

November 2024; Update March 2026

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*Judo Canada's programs are sponsored in part by Sport Canada*

**Canada**

## Revision List

<b>Date</b>	<b>Comments</b>
October 2024	General semantic updates
March 2026	Deintegration of NCCP Make Ethical Decisions

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## COACHING ASSOCIATION OF CANADA (CAC) AND JUDO CANADA

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The Coaching Association of Canada (CAC) is the governing body for Coaching Education in Canada. The CAC promotes the philosophy of a Lifelong Learning and implements it by offering Multisport and Sport Specific National Coaching Certification Program (NCCP) modules and Professional Development activities. The CAC operationalizes this philosophy with the “Maintenance of Certification” policy. All legitimate sports organizations follow the CAC policies, and all Judo Canada coaching programs are developed in cooperation and approved by this organization. The CAC’s LOCKER Database is the only valid depository of information on coach training, certification and professional development for all Canadian coaches. The CAC evaluates and certifies Master Coach Developer(s) for Judo Canada who has(ve) the responsibility to train and evaluate Regional Coach Developers. If you are registering in the LOCKER for the first time:

### NEW COACHES !!!– HOW TO OBTAIN A NCCP # FROM THE CAC:

1. Go to [www.coach.ca](http://www.coach.ca). Scroll over “My Locker” in the top right-hand corner and click on it.
2. Don’t have an account? Create one now!
3. Check mark in “I agree” where it says, “Registering with the Locker Room” and click “Continue.”
4. Check mark in the following boxes you choose under Register.
5. Fill in the Profile information and click on “REGISTER”.

Your CC# should appear immediately on your new profile in the first field.

Your CC number will also be emailed to the address you have provided usually within one business day. **Make sure** that the Email address is **unique**.

Please take your NCCP# to any NCCP Courses that you attend or register for.

For more information about the CAC, visit: <http://www.coach.ca/>.

## MISSION

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- To provide quality coaching education, training and certification.

## STRUCTURE & OPERATING POLICY

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- The CEO of Judo Canada nominates the Chair for the National Coaching Certification Program (NCCP).
- NCCP working group meets in person or virtually on as needed bases to address arising business and plan future programs.
- The NCCP Chair will appoint volunteer personnel to Ad Hoc commissions on as needed basis. Appointments are based on the individual’s ability to contribute. A permanent employee of Judo Canada is an ex-officio member of any project.

# MANDATE OF THE NATIONAL COACHING CERTIFICATION PROGRAM (NCCP)

The NCCP promotes a philosophy of a Lifelong Learning for which the NCCP Coaching Courses and Professional Development activities are tools, and the Certification and Re-certification are validation mechanisms.

1. Manage Judo Canada's NCCP in accordance with policies of the Coaching Association of Canada (CAC) and Sport Canada.
2. Maintain a record of NCCP Provincial/Territorial access to the CAC "LOCKER" Database.
3. Design a framework for awarding/establishing equivalencies for coaches with other qualifications (e.g. foreign coaching credentials).
4. Develop a framework to introduce the competency-based education and training for coaches in judo in accordance with the principles of the Long-Term Judoka Development Model (LTDM) published at: [Long term athlete development](#).
5. Develop Judo Specific components of the NCCP training and evaluation of coaches and Coach Developers
  - Develop the technical and practical components of training of coaches in the competitive and instructional streams.
  - Update the NCCP technical manuals as required.
  - Train and certify Coach Developers in accordance with the CAC Coach Developer Policy.
  - Develop and implement judo specific training and evaluation tools for the High-Performance coaching stream.
  - Provide Professional Development opportunities for Coach Developers and Certified coaches.
  - Develop supplementary teaching resource materials (texts, graphics, reference list, video, overheads, etc.)
6. Policy Formation & Interpretation
  - Designated officer at Judo Canada National Office, in cooperation with the NCCP Chair, ensures that the approved policy is applied in a timely, fair and equitable fashion.
  - The NCCP working group reviews and evaluates the policy on as needed basis.
  - The NCCP working group oversees the implementation of competitive and instructional streams, Technical, Practical and Coach Developer training by communicating closely with the Provincial/Territorial Associations.
  - Designated officer at Judo Canada National Office, in cooperation with the NCCP Chair designs and promotes incentives for individuals to be involved in the NCCP.
  - Design a coaching development system that integrates the NCCP with programs offered at the National Coaching Institutes (NCI).
7. Designate National, Provincial/Territorial or Regional Master Coach Developers
8. Administration

- Ensure that the annual funding application is submitted to the CAC.
  - Ensure that all NCCP courses are advertised in Judo Canada's NCCP calendar and thus sanctioned by Judo Canada.
  - Submit all documentation, reports, etc. as required by Sport Canada and the Coaching Association of Canada (CAC).
  - Ensure the NCCP policies, programs and activities are communicated to Provincial/Territorial Associations, and Provincial Chairpersons of the NCCP Committees.
  - Supervise the Provincial/Territorial delivery system of the NCCP.
  - Ensure the NCCP committee is represented at all seminars or meetings where Judo Canada NCCP input is required.
  - Frequently monitor and update, on an "as needed" basis, the CAC LOCKER Coaching Database.
9. Human Resource Management
- The NCCP Chair or designate may participate in the interview process for the national coaches or contract employees of Judo Canada
  - The NCCP Chair or designate participates in reviewing the final presentation of Judo coaches finishing the NCI program.
  - Evaluate the performance of staff involved in the NCCP/Education process and submit accurate recommendations.
  - Recruit qualified and eligible candidates for Coach Developer's duties.
  - Ensure that the number of Certified Coach Developers is adequate to sustain an adequate volume of coach/instructor training.
  - Ensure that the Certified Coach developers have the opportunity to maintain their certification status delivering the volume of courses required by the CAC Policy.
  - Improve the level of professional coaching by offering/recommending professional development opportunities.
  - Recommend the fee structure associated with coaching education to ensure sustainability of the system.

## GENERAL GUIDELINES

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- All the NCCP data is stored in the CAC Database – The LOCKER. It is the responsibility of Coach Developers to complete training and to enter data for completed activities. It is the responsibility of the individual candidate coaches to register for courses in this database.
- As of September 2016, all candidate coaches who are 18 years old and older are required to do a background check. For details see: <https://www.sterlingtalentsolutions.ca/landing-pages/j/judo-canada/>.
- As of September 2019, all Program Leaders (dojo Shu; Technical Directors; Community Coaches; etc.), are required to take the online training offered by the Respect In Sport Group. This training is available at: <https://judo-canada-al.respectgroupinc.com/>. Successful completion of this event is recorded in the LOCKER as a Professional Development event for all CERTIFIED coaches

- As of September 2016, registration for all NCCP courses taking place in Canada must be done via the CAC LOCKER Database.
- As per the CAC policy, there is **no certification can be granted to a coach without evaluation.**
- The Dojo Assistant and Dojo Instructor courses can be offered in two different delivery options. Option 1: integrated learning experiences where the theory and the technical components are combined into one course. Option 2: blended learning format where the theoretical part is delivered via electronic means and it is followed by an in person session(s) on the mat.
- The coach/instructor must have passed the evaluation in the online “Make Ethical Decisions” (MED) component before the practical evaluation can take place. As of April 1st, 2026 the training and evaluation of coaches on the Ethical Decision Making will be delivered exclusively by the Coaching Association of Canada.
- Normally, the practical components of one coaching designation must be completed before credit can begin for the practical component of the next coaching designation.
- Once granted, the certified status is valid for 5 years, and is automatically renewed for the next 5-year period once the coach meets the required Professional Development points, as per the following:

Maintenance of Certification	Minimum Professional Development credits required
<b>Context (includes any gradation)</b>	Certification validity is 5 years
<b>Assistant</b>	10 points/5 years
<b>Instructor</b>	20 points/5 years
<b>Competition – Development High Performance</b>	30 points/5 years

- Maintenance of certification is accomplished by:
  - Professional development activities as defined by the NCCP committee; OR
  - Re-evaluation
- If the certification is allowed to expire, the coach status will be displayed in the LOCKER with a “not renewed” status. However, once the coach accumulates the required number of points, the status will change to “Certified”, and the new 5-year validity period will start as of January 1st of the next calendar year.
- COURSE FEEDBACK FORM: Candidate coaches will be asked to provide feedback relative to the course content, the course delivery itself, and the performance of the Coach Developer.
- To ensure that quality of coaching education is not compromised, the recommended ratio of Coach Developer to candidate coaches is 1 to 16 when the course is delivered in person and 1 to 12 in the online environment; However in exceptional circumstances it can be increased to 1:24. Exceptional circumstances may result from situations such as: course delivered in a very remote location in Canada; or particularly long period of delay in NCCP course delivery.
- NCCP courses must be organized on a first come – first served, pre-registration basis.

## BLENDING LEARNING TRAINING FORMAT

The Covid-19 crisis presented Judo Canada with an opportunity to develop an NCCP blended learning delivery option. This training consists of three components: 1. On-line theoretical sessions; 2. Homework by participating coaches and 3. In person on the mat micro-facilitation and evaluation delivered when the in person training is offered. The training will be delivered according to the following protocol:

1. Normally, registration for the blended learning Instructor training will be managed by Judo Canada. Candidates must register via the LOCKER. The registration deadline will be set at 14 days in advance of the first On-line session. Judo Canada will distribute materials in electronic format. The LOCKER set up will remain as is - the coaches will be credited with the “Assistant” training after the first On-line session. They will be credited with the “Instructor” training after the last On-the mat in person training. They will be credited with the certified evaluation once the facilitator/evaluator delivering the On-the mat sessions has determined their competency and has communicated this to the National NCCP coordinator at [NCCP@judocanada.org](mailto:NCCP@judocanada.org)
2. Facilitators delivering the On-line sessions must be trained in that format of delivery. The on-line sessions will be delivered via the Zoom or an equivalent platform.
3. All the on-line sessions will be managed by two facilitators who will share the technology management with the facilitation duties.
4. The On-line sessions and the On-the mat in person sessions may be delivered by the same facilitator, but it is not necessary.
5. The recommended format of the On-line delivery is as follows: three (3) sessions: Instructor 1 on-line – approximately 2.5 hours; Instructor 2 On-line – approximately 3 hours; Instructor 3 On-line – approximately 3 hours. Modifications to this format are possible if regional circumstances allow for a mutually beneficial outcome to the participants and Coach Developers. However, such changes must be approved in advance by the Judo Canada NCCP coordinator.
6. The homework for the participants will be communicated to them during the on-line sessions and must be completed during a fixed time frame. The homework includes: On-line Nutrition course offered via Judo Canada website: [Introduction to Nutrition – Judo Canada](#); The Emergency Action plan offered via the CAC LOCKER database; the CAC Ethical Decision Making course and evaluation; Homework in preparation of Micro-facilitation to be completed after the conclusion of the on-line sessions and in advance of the On-the mat in person sessions. This homework is to be completed in the Teaching and Learning and in the U10/U14 Workbooks issued by Judo Canada.
7. The On the mat component has to be delivered over two days – day one Teaching micro-facilitations of designated technical/tactical/mental skills, motor skills and physical capacities; Day 2: Sessions for children: Active Start; Fundamentals; Learn to Train; and T2T micro-facilitations of parts of training sessions.
8. The recommended maximum number of participants in on-line sessions is twelve (12). Registration is on a first-come first-served basis. The recommended minimum number of registrants is six (6). Participants must commit to the full schedule of the Blended learning program – On-line sessions plus the On-the mat sessions.
9. Facilitation is offered either in English or in French. Only QC trained facilitators will deliver this blended learning option in French language.
10. Facilitators offering the on-line sessions will be entitled to claim an additional one hour of service per registered coach to offer one on one mentoring to participants on an “as needed” basis.

11. ONLY Judo Canada's/CAC approved resources will be used to deliver the blended learning option.

## COMMUNITY JUDO COACH

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### TRAINED STATUS

This coaching certification status is intended for instructors involved in teaching in clubs or to recreational judoka who are not involved in competitive streams (Shiai, Kata or Ne-waza) of judo.

### PATHWAY

1. COACH CANDIDATE ACQUIRES A CC# IN THE CAC LOCKER VIA A REQUEST AT: [WWW.COACH.CA](http://WWW.COACH.CA). Once the number is acquired, the rest of the steps may be taken in various orders. Once all the steps are completed, the "Trained Community Coach" status will be displayed in the LOCKER.
2. Judoka who are 18 years old and older and who get promoted to Shodan (1st degree black belt) as a result of a standard Judo Canada evaluation protocol can request that a Community Judo Coach event be recorded. Such promotion must be reported in the LOCKER by the Provincial/Territorial CAC accredited LOCKER administrator.
3. Take the online CAC modules on the Emergency Action Plan at: <https://coach.ca/nccp-emergency-action-plan>. Once successfully completed this activity is recorded automatically in the LOCKER
4. Take the online Planning the Practice at: <https://coach.ca/nccp-planning-practice>. Once successfully completed this activity is recorded automatically in the LOCKER.
5. Take the online CAC'S "Coach Initiation in Sport" module available at: <https://coach.ca/module/nccp-coach-initiation-sport>. Once successfully completed this activity is recorded automatically in the LOCKER
6. Take the NCCP "Make Ethical Decisions" training and evaluation available via [www.coach.ca](http://www.coach.ca)
7. Via the following online link: <https://www.sterlingtalentsolutions.ca/landing-pages/j/judo-canada/> request the criminal background check. This step requires that you share the result of the check with Judo Canada's coordinator at [nccp@judocanada.org](mailto:nccp@judocanada.org).

Once all these steps are completed, the community coach may access the "Instructor" course, bypassing the training for "Assistant", however, such option is intended only for community instructors who do not intend to offer any competitive experience to their athletes.

## ASSISTANT INSTRUCTOR – DA (DOJO ASSISTANT; FORMER LEVEL 1 NCCP)

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### INTEGRATED THEORY AND TECHNICAL COURSE

Overview: The DA training requires completion of the following modules:

- NCCP Make Ethical Decisions training and evaluation at [www.coach.ca](http://www.coach.ca)
- **Module #1:** Safety and Liability; Know Your Sport; Teaching & Learning theory – 6 hours in class;
- **Module #2:** Teaching & Learning Judo: Fundamentals, Technical and Mental skills. – 6 to 8 hours module on tatami.

This Learning Experience prepares the participant to assist in delivery of judo practices for judo players of all stages of development, with an emphasis on participants under 14 years old. Assistants under the age of majority must work under the direct supervision of a certified instructor; however, it is recommended that ALL TRAINED assistants work under the supervision of a certified Instructor.

Prerequisites:

- Minimum age of 16.
- Minimum rank of green belt with a working knowledge of the judo techniques the Judo Canada kyu syllabus for 6th through 3rd Kyu.
- Sterling background check for all candidate coaches who are 18 years old and older via Sterling Agency – for details see: <https://www.sterlingtalentsolutions.ca/landing-pages/j/judo-canada/>;
- OR equivalent if such checks are required by the Province/Territory. In cases where the Sterling agency is not used for this service, results of the background check must be communicated to Judo Canada to [NCCP@judocanada.org](mailto:NCCP@judocanada.org) by the individual coaches or P/T offices.
- Successful online completion of the “Respect in Sport for the activity leader” e-learning module available at <https://judo-canada-al.respectgroupinc.com/>.

**A successful completion of a module requires:**

- For the Teaching and Learning: Lesson plan(s) structured according to the preferred format with well-identified goals and objectives for each part of the lesson.

**To achieve “In Training DA” status:** All eligible candidates who completed at least one module specified in the assistant curriculum<

**To achieve the “Trained DA” status:** Completion of all modules specified in the assistant curriculum.

**To achieve the “Certified DA” status:** Standard Practical Evaluation

**Practical Evaluation**

**Important: The evaluation after the training for the Assistant Instructor is not obligatory. Trained Assistants can access the Dojo Instructor courses.**

However, if the evaluation is requested, it is recommended that the candidate is familiar with the evaluation criteria and then acts as an Assistant Instructor at the club level for a minimum of 60 hours before undergoing a formal evaluation.

The candidate will be evaluated as per the formal evaluation standards of the DA course by an accredited DA evaluator (see the Instructor Evaluator Guide on Judo Canada Website).

Forms of evaluation:

- By an arranged meeting at a mutually convenient time between the candidate and the evaluator
- When in person evaluation is logistically difficult, by submission of a DVD/recorded video of a live practice or by use of other live electronic tools – e.g. Zoom, Skype.

Evaluation of the following competencies is required for the Certified Dojo Assistant:

- Planning a Practice

- Support Athletes in Training
- Analyze Performance

## INSTRUCTOR – DI (DOJO INSTRUCTOR; FORMER LEVEL 2 NCCP)

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### INTEGRATED THEORY AND TECHNICAL COURSE

Overview: The DI training requires completion of the professional development modules required for the Dojo Assistant training, or the trained Community Coach status, plus the following three Professional development modules:

- **Module #3:** Lesson and Season Planning and basic nutrition – in class/online 2 to 3 h.
- **Module #4:** U8/U10 Active Start and Fundamentals Judo Programs – 6 to 8 h module on tatami
- **Module #5:** U12/U14 – Learn to Train – 6 to 8 h module on tatami

The length of module 3 depends on the preparation of candidates before the course. The basic nutrition online module is offered at: [LearnDash Courses – Judo Canada](#).

A generic nutrition module is offered by the CAC at: <https://coach.ca/nccp-sport-nutrition>.

If this module is completed by all participants of the course in advance, then the time necessary to cover the rest of the material should be no more than 5 hours.

Modules 4 and 5 require candidates to present a number of different teaching and training methods. The length of the course may be reduced based on the experience, maturity and technical knowledge of the candidates.

The “Instructor” course provides the participant with knowledge to instruct technical, physical, and mental, social and other aspects of judo. The course prepares the participant to be a club instructor responsible for providing judokas with the basic physical literacy skills with emphasis on children under the age of 14, judo skills as described in the Judo Canada syllabus, and to introduce young judokas to competition.

The Coach developer delivering this course has an option to offer an ad hoc evaluation to exceptionally competent candidates who have demonstrated the delivery of quality programs and who display exceptional qualities during the micro facilitation sessions.

Prerequisites:

- Minimum age of 18.
- Completed training and evaluation of the NCCP Make Ethical Decisions module.
- Minimum rank of brown belt with a working knowledge of the judo techniques included in the Judo Canada kyu syllabus.
- Trained DA or Trained Community Coach.
- Sterling background check for all candidate coaches who are 18 years old and older via Sterling Agency – for details see: <https://www.sterlingtalentsolutions.ca/landing-pages/j/judo-canada/>;

- ☑ OR equivalent if such checks are required by the Province/Territory. In cases where the Sterling agency is not used for this service, results of the background check must be communicated to Judo Canada to [NCCP@judocanada.org](mailto:NCCP@judocanada.org) by the individual coaches or P/T offices.
- ☑ The Backcheck is required only if the check done for the DA was done more than 3 years earlier.
- ☑ Successful online completion of a “Respect in Sport for the activity leader” e-learning module available at <https://judo-canada-al.respectgroupinc.com/> for all candidates who did not complete this module in the past.

**A successful completion of a module requires:**

- ☑ For the “Session and Season Planning” module: the completion of the exercises in the Workbook.
- ☑ For the “U8/U10” module: the candidate needs to prepare a season plan for either U8 or U10. The plan must be delivered to the designated evaluator prior to the formal in-person or via electronic means evaluation.
- ☑ For the “U12/U14” module: the candidate needs to prepare a season plan for either U12 or U14. The plan must be delivered to the designated evaluator prior to the formal in-person or via electronic means evaluation.

**To achieve “In Training DI” status:** All eligible candidates who are “Trained Assistants” and who completed at least one module specified in the instructor curriculum; Or who are “Trained Community Instructors”.

**To achieve the “Trained DI” status:** Completion of all modules specified in the instructor curriculum.

**To achieve the “Certified DI” status:** Standard Practical Evaluation

Prerequisites for evaluation:

- ☑ Minimum rank of Shodan.
- ☑ Successful completion of the NCCP Make Ethical Decisions module – for candidates who have not completed this module for DA certification less than 5 years prior to the DI evaluation.
- ☑ Successful completion of all activities specified in the Dojo Instructor curriculum.

It is recommended that the candidate be familiar with the DI evaluation criteria and then instructs in a club for a minimum of 120 hours before undergoing a formal evaluation.

Evaluation for Instructor includes the following elements:

- ☑ Planning a Practice
- ☑ Support Athletes in Training
- ☑ Analyze Performance
- ☑ Support Athletes in Competition

## COMBINED IN PERSON DA AND DI COURSE

### RECOMMENDED SCHEDULE

The combined Assistant and Instructor Courses should be delivered as a three-day course, and this option is preferable over the two weekends option. Coaches have the option to take only the DA, only the DI, or both. If the candidates take both, they have to participate in all scheduled activities. If the candidates take the DA only, they only participate in day one and half of day two of the course; if the candidates take the DI only, they participate in the course from the beginning of the Module 2 delivery. With the availability of electronic reference materials developed for the blended learning format, this course can also be delivered in a different schedule than the proposed below option; however, if such an option is exercised the proposed timeline of the course has to be approved by Judo Canada in advance.

#### Day 1

- 09:00 Introduction
- 09:20 NCCP Policy & Role of the Instructor/Running a Dojo
- 09:50 Candidate presentation on Coaching Code of Ethics
- 10:15 **Module 1 – Safety & Liability:** Presentation and Discussion on Safety and Liability issues in Judo
- 10:30 LTDM Presentation
- 11:00 Break
- 11:30 Facilitator on the mat presentation of teaching principles of designated fundamental and technical skills
- 12:30 Participating candidate coaches' presentation of teaching principles of specified technical skills
- 14:00 Lunch
- 15:00 **Module 2 – presentation – Teaching and Learning Theory**
- 16:00 Break
- 16:10 **Module 2 – presentation – Teaching and Learning Theory**
- 18:30 End

#### Day 2

- 9:00 cont'd : Participating candidate coaches' presentation of teaching principles of specified technical skills
- 12:10 Break
- 12:30 Conclude Module 2; DA course wrap-up
- 14:00 Lunch
- 15:00 **Module 3** in the classroom – Session & Season planning
- 16:30 Preparation for Module 4 presentations
- 19:00 End

#### Day 3

- 09:00 **Module 4 and 5** on the mat presentations - teaching parts of the sessions for children under 10 and under 14
- 11:20 Lunch
- 12:00 **Module 4 and 5 on the mat** presentations - teaching parts of the sessions for children under 10 and under 14
- 14:00 Break
- 14:15 Discussion; wrap-up and next steps
- 16:00 End

## COMPETITION DEVELOPMENT (COMP-DEV; FORMERLY LEVEL 3 NCCP)

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Competition Development courses are under Judo Canada's (NOT Provincial/Territorial) jurisdiction.

Courses are offered annually, during the summer months; generally alternating between the east and the west of Canada;

Courses delivered in the East offer bilingual format English and French; or if required only French

Courses are limited to 24 candidates.

Additional courses may be put in place if demand justifies it.

Minimum number of participants is 8.

MULTISPORT MODULES are offered by Provincial Sport Organizations and are outside Judo Canada's jurisdiction. These 6 modules should be taken by candidates in advance of the in-person Judo specific course and are:

- Make Ethical Decisions – available directly from the LOCKER;
- Developing Athletic Abilities;
- Prevention and Recovery;
- Conflict Management – followed by an online evaluation;
- Leading Drug-free Sport – available directly from the LOCKER, followed by an online evaluation;
- Psychology of Performance;
- Coaching and Leading Effectively.

### TECHNICAL COURSE

Overview:

The length of the course depends on the number of participants and will oscillate between 20 and 24 hours. The course is delivered over 3 days

Coach of Developing Competitor - prepares the individual to be a coach responsible for the yearly training and monitoring of athletes in their Train to Train and subsequent development stages, in preparation for provincial/national-level competition.

The Judo Technical part of the Coach of Developing Competitor includes two modules:

- Analysis of Performance Factors in Judo:
- Performance Planning:

Prerequisites to take the course:

- Minimum age of 21.

- ☑ Minimum rank of Shodan with a working knowledge of the judo techniques included in the Judo Canada syllabus (up to and including Shodan).
- ☑ Trained Instructor (or former level 2).
- ☑ Successful online completion of a “Respect in Sport for the activity leader” e-learning module available at <https://judo-canada-al.respectgroupinc.com/> for all candidates who did not complete this module in the past.

**To achieve “In Training Comp Dev Coach” status:** All eligible candidates who are “Trained Instructors” and who completed at least one module specified in the Com Dev Coach curriculum.

**To achieve the “Trained Comp Dev Coach” status:** Completion of all modules specified in the Comp Dev Coach curriculum

**To achieve the Certified Competition Development Coach:** Practical Evaluation

Prerequisites for certification:

- ☑ Minimum rank of Nidan.
- ☑ Certified Instructor (or former Level 2).
- ☑ Successful for candidates who are former Level 2.
- ☑ Successful completion of all Judo Specific Competition Development modules including online evaluations where required.
- ☑ Coach athletes competing at the provincial or national level for 240 hours. Credit for practical hours begins only after completion of the Competition Development Multisport and Judo Specific Modules
- ☑ Sterling background check – for details see: <https://www.sterlingtalentsolutions.ca/landing-pages/j/judo-canada/>;
- ☑ OR equivalent if such checks are required by the Province/Territory. In cases where the Sterling agency is not used for this service, results of the background check must be communicated to Judo Canada to [NCCP@judocanada.org](mailto:NCCP@judocanada.org) by the individual coaches or P/T offices.
- ☑ The background check is required only if previous check was done more than 3 years earlier.

### **Evaluation**

The evaluation includes implementation and critical reflection on the yearly planning instrument. Coaching skills assessment by Judo Canada’s or another authorized evaluator. Evaluation should be completed within 24 months after the conclusion of the course. In exceptional circumstances evaluation may be allowed up to 60 months after the conclusion of the course.

1. Recommended assessment by standard track: 240 hours of coaching after the completion of Competition Development Multisport and Judo Specific Modules. Coaching hours must have begun with the start of the sporting season and include a maximum of 20 hours in practice at provincial and national level competition with examples of feedback provided to athletes. Coaching at one provincial/national competition is equal to a maximum of 4 hours.
2. Judo resume including: rank, athletes trained, level of coaching, competitors and results.
3. Yearly Training Plan (YTP) (could be the same as prepared for the Performance Planning Module for 1 athlete (of 16 years or older) or the candidate him/herself. The YTP must feature the

following:

- a) Minimum length of the season – considering current Judo Canada calendar of events – is 37 weeks long – Sept to middle of May – plus transition.
  - b) Number of tournaments listed must meet the minimum requirements for athletes of this age – as per the LTDM.
  - c) At least three specific athletic abilities – Speed, Strength, Endurance.
  - d) Volume and intensity must be evaluated either in terms of High/Medium/Low or by zone of intensity – as defined in the course materials.
  - e) The mental training must include a minimum of three defined skills – e.g.: goal setting, mental rehearsal, concentration, relaxation, focus.
  - f) In skill development – specific judo technical skills must be listed – a minimum of 4 – 2 Tachi-waza and 2 Ne-waza.
  - g) Total number of hours of training/microcycle must be listed.
  - h) Include one specific microcycle plan with all training sessions in it; ensure that sequencing of events within training session is consistent with recommendations as presented in the course materials. All exercises listed in the plans must specify the following: objectives, intensity zone, and description demonstrating understanding of the relationships of objectives that are technical or tactical in nature and their relationships to physiological effects of the exercise.
  - i) In plans for development of specific abilities: the plan must be consistent with information provided during the course and available in the reference manual. The plan must consist at the least of the minimum number of training session/week and number of weeks required for a significant improvement – e.g. minimum number of weeks for significant improvement in aerobic endurance is 6 with a minimum of 2 training sessions per week – in case you choose this athletic ability, the plan must include 6 weeks of training with a minimum of 2 aerobic endurance training sessions per week.
  - j) The documentation will be reviewed by a designated facilitator or evaluator, and the recommendations must be ratified by Judo Canada designated staff.
4. Formal “In competition” evaluation by a certified Coach Evaluator.

### **Self-evaluation**

- Written evaluation as to how the principles learned during the Competition Development learning experience have been applied in coaching and training programs with the athletes. Comment on the success of the implementation and provide recommendations on how to improve.
- The feedback accumulated from coaching hours in competition must be submitted with the critical reflection on the Yearly Training Plan.

The evaluation process must be successfully completed within 5 years after completion of the technical course.

The evaluation consists of the following:

- Evaluation of the portfolio as specified above, which includes performance planning and performance analysis

- Support of athletes in Training
- Support of athlete(s) in Competition

A maximum of two attempts will be allowed to successfully complete the evaluation. After two failures, the participant will be asked to re-take the learning experience again.

## PROMOTION OF THE NCCP TO THE ELITE COMPETITORS

To promote the NCCP among athletes involved in the Elite training at the National Training Centre, Judo Canada will frequently offer DA and DI courses to members of the National Team during annual training camps. Free access to these courses is restricted to athletes of the A, B and C National Teams and to Junior athletes who reached the D National Team Standard.

These "free" NCCP courses will be delivered by a Coach Developer designated by Judo Canada.

## DIRECT ACCESS OPTION TO THE COMPETITION DEVELOPMENT COURSE FOR ELITE COMPETITORS ONLY

Eligibility:

Scenario #1

- Technical competency – ability to demonstrate and explain biomechanical principles of all Judo skills listed in Judo Canada Kyu syllabus
  - Minimum level of performance – National Senior Champion or a National “B” team.
- AND
- Background in Coaching, Teaching, PED, Kinesiology, Physiotherapy or a related field.

Scenario # 2

- Foreign World Class competitors with a performance record equivalent to Canadian National “A” or “B” standard, who relocated to Canada and are registered with P/T association for a minimum of one year;
- AND
- Have a coaching diploma issued in another country; OR education background in Teaching or Coaching fields combined with adequate and verifiable coaching experience.

## ADVANCED COACHING DIPLOMA

Prerequisite for Judo Canada’s recommendation: Certified Competition Development Coach

The Advanced Coaching Diploma is delivered only by National Coaching Institutes (NCI) and by Universities in Canada (postgraduate degree)

Judo Canada’s recommendations are necessary for approval into these programs.

Judo Canada supports all coaches who desire to improve their knowledge and competency, and thus, recommendation will be provided to all candidates who request it and meet the eligibility standards. All coaches who successfully complete this program will receive an Advanced Coaching Diploma Certification.

**NOTE:** Although the Advanced Coaching Diploma is a prerequisite for Judo Canada's High Performance Coach Certification, candidates who complete the ACD program are not automatically eligible for the High-Performance Coach Certification. Only coaches working with identified national team athletes competing internationally will be considered by Judo Canada for this certification.

The Advanced Coaching Diploma predominantly targets coaches working with Train to Train and Train to Compete and Train to Win athletes, which may include:

- NSO-identified coaches with potential to develop into coaches of high-performance athletes
- National Training Centre coaches and National Training Centre assistant coaches
- Canada Games and provincial team head coaches
- Personal coaches of pre-carded, provincially carded, and developmentally carded athletes
- Club coaches of highly ranked clubs and self-made/entrepreneurial coaches

The Advanced Coaching Diploma (ACD) provides flexibility for the active coach with a busy schedule. The diploma is available in a variety of options depending on the host of the program. At this time a one-year intense course or two-year part-time program are offered by various NCI's. Various delivery schedules are available. The diploma consists of four core themes: Coaching Leadership, Coaching Effectiveness, Performance Planning, and Training and Competition Readiness. Each theme requires coaches to complete a series of modules comprised of several 3-hour units of in-class sessions, seminars, workshops or labs. Coaches will be evaluated in each module based on their ability to demonstrate competency in coaching of developing athletes. Coaches enrolled in the Diploma program will work with a designated master and/or mentor coach who will support them in their completion of the program requirements. The diploma program requires a mid-point and final assessment by a panel of content specialists.

### **Cost of the ACD Program**

The full cost of the diploma is \$3000.00 for approved Canadian Coaches and \$13,000.00 for international students. Tuition is paid to the delivering institution in two instalments but may vary by location.

To learn more or apply for the ACD program, visit:

<https://coach.ca/education-and-training/nccp-advanced-coaching-diploma>

**Transfer of qualifications for levels 4 and 5 – see the Equivalencies later in this policy**

## HIGH PERFORMANCE COACH DESIGNATION

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### **Eligibility**

- Level 4/5 Certified or finished Advanced Coaching Diploma program.
- Working with athletes who are Senior National Team Members, World Championships teams in Junior and Cadet age groups
- Minimum 25 years old.

- Minimum 3rd Dan
- Approval by Judo Canada for eligibility.

**Protocols**

CASE 1		CASE 2		CASE 3
<p>TAKE THE ADVANCED COACHING DIPLOMA PROGRAM WITH INVOLVEMENT OF JUDO CANADA DESIGNATED EXPERTS. SUCH OPTION OFFERS THE POTENTIAL GRADUATION FROM THIS PROGRAM WITH A SIMULTANEOUS JUDO HIGH PERFORMANCE CERTIFICATION ISSUED BY JUDO CANADA</p>	OR	<p>GRADUATED FROM THE GENERIC ADVANCED COACH DIPLOMA PROGRAM PRIOR TO THE APPROVAL OF THE JUDO HIGH PERFORMANCE CERTIFICATION; AND FORMER LEVEL 4 AND 5 CERTIFIED COACHES. JUDO CANADA’S HIGH PERFORMANCE COMMITTEE WILL DETERMINE THESE COACH’S ELIGIBILITY FOR “CERTIFIED” JUDO HIGH PERFORMANCE COACH STATUS.</p>	OR	<p>CHALLENGE FOR THE HIGH PERFORMANCE CERTIFIED COACH STATUS; FOR COACHES WITH PRIOR PROVEN TRACK RECORD AT THE HIGHEST INTERNATIONAL LEVEL. JUDO CANADA’S HIGH PERFORMANCE COMMITTEE IN CONJUNCTION WITH EXPERTS FROM THE ACD WILL DETERMINE ELIGIBILITY OF CANDIDATES AND IN THAT PROCESS WILL ALSO IDENTIFY WHETHER AND WHERE PROFESSIONAL DEVELOPMENT ACTIVITIES ARE NEEDED IN EACH INDIVIDUAL CASE.</p>

- When dealing with cases 2 and 3, if the eligibility of coaches to pursue the “certified judo high performance coach status” is granted by Judo Canada’s high performance committee in cooperation with experts from the advanced coaching diploma program, this panel will determine whether the candidate merits an automatic recognition of a “certified judo high performance coach” or whether additional professional development activities are required.
- Once the professional development activities are determined and successfully completed by the candidate, Judo Canada will conduct a 360° survey of athletes coached by the candidate and of fellow coaches. This survey is a final step of evaluation of coaches and unless evidence of behaviour contradictory to the standards of coaching expected in Canada is detected, the candidate will be granted the “certified judo high performance coach” status.
- Once the “certified” high performance coach status is granted, the certified coach will have to complete professional development activities worth 30 points over 5 years to maintain the certified status.

Evaluation of Judo Specific part of the coaching competency is based on a portfolio consisting of:

1. Judo resume
2. Quadrennial plan for a selected athlete
3. YTP of the first year of the QPlan
4. Schedule of training of the following three mesocycles from the YTP: first mesocycle of the

General Preparation Phase; one mesocycle of the specific preparation phase; one tapering mesocycle.

5. GAP analysis of a selected athlete under the care of the candidate coach and a critical reflection on the critical performance factors specific to this athlete.
6. Judo Thesis-Advanced Skill Development Model – in-depth study of stages of development of a specific technical skill; to advance understanding and promote deeper knowledge of developmental stages of a specific technical skill; subject theme to be approved by Judo Canada and to be used as a future reference material in coaching programs.

### NOTE!

1. For candidates completing the ACD program: the above listed topics from 1.1 through 1.4 will be evaluated by the ACD personnel leading delivery of topics related to the “Design and Manage the HP Training Plan”. Topics listed under 1.5 and 1.6 will be evaluated by the ACD personnel with assistance from Judo Canada designated expert coach.
2. For candidates who challenge the HP program certification: the evaluation will take the form of observation by identified by Judo Canada expert coaches and a presentation to the panel of experts identified by the Sport Institute and Judo Canada.

Further evaluation of practical coaching competency on the field will be performed by a designated Judo Canada mentor(s)/evaluator(s). Each of the evaluated evidence will be measured against the summary of the CAC developed HP Coaching Outcomes and Criteria Matrix. The evaluation of each of the following practical coaching challenges may be performed by the mentor coach/certified evaluator during several observations but can also be done on one specific occasion. The mode of evaluation has to be communicated by the mentor/evaluator to the mentee:

- Practical Coaching of advanced competitive techniques and skills demonstrating an understanding of complex advanced biomechanical principles applicable to judo.
- Practical Coaching of Advanced competition strategies and tactics.
- Practical Coaching at a national or international training camp.
- Practical Coaching during a competitive tour.

Final step of evaluation: 360° surveys distributed to coached athletes and fellow coaches working on a daily or occasional basis with the candidate.

## MENTOR COACH

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### Definition:

Mentoring is defined as professional assistance in achieving the levels of coaching competency demanded by the coaching credentials sought by a mentee. Coaching Competency may be acquired by interaction with the Mentor coach. Coaching certification cannot be accomplished this way unless the Mentor Coach is also a certified NCCP evaluator.

### Eligibility:

- The Mentor Coach must be certified for a minimum of 5 years at the designation sought by a mentee.

- The Mentor Coach must be approved by a jurisdiction in charge of the designation sought by a mentee. Mentor for an Instructor designation must be proposed by the Provincial/Regional Judo Association and approved by Judo Canada; Mentor for the Competition Development, and HP coach designations must be proposed and approved by Judo Canada.
- The Mentor Coach must agree to teach and demonstrate competencies as determined by the CAC and Judo Canada for the coaching designation sought by the mentee.
- Formal Training of Mentor Coaches is offered by the CAC.

### Job Description:

- The Mentor Coach agrees to a personal interaction with a mentee which is at the minimum equal to the number of hours designated in this NCCP policy for each of the coaching designations or tasks (e.g. for the “Instructor designation”, the minimum number of hours required will be 40. For the Competition Development Coach – Technical portion, the minimum number of hours required will be 60).
- Use the CAC evaluation matrix to measure progress and success of the mentee.
- At the commencement of the process, agree with the mentee on the level of compensation, which must include Judo Canada’s fees for a specific coaching designation.
- Ensure that the mentee is aware that agreement to mentor does not represent an automatic positive evaluation.
- Provide a sufficient verbal and written feedback to the mentee with a descriptive evaluation of what is done well and with a prescriptive evaluation of what needs to improve. Maintain the record of written evaluation to be shared with designated Judo Canada’s NCCP administrator.

### Equivalencies for Specific Tasks:

Equivalencies for sport-specific competencies may be considered by Judo Canada upon recommendation from the mentor.

## MAINTENANCE OF CERTIFICATION PROCESS

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1. The certification is valid for 5 years
2. The Make Ethical Decisions eLearning must be taken by all certified coaches at least once in a lifetime. All coaches whose certification to the new standards have been transferred as equivalencies from the old NCCP level system were required to take the MED online evaluation during the first 5 years after the transfer of qualification. **As per the CAC policy, the MED module is a fundamental requirement of the new NCCP, and without its completion, the re-certified status will not be triggered in the LOCKER regardless of the number of points accumulated from other activities.**
3. To qualify for certification maintenance, the instructor/coach must be active in judo.
4. To maintain certification, the instructor/coach must meet conditions specified in the Professional Development chapter below.
5. If the professional development requirement is not met, the instructor/coach status in the LOCKER will be displayed as “not-renewed”, and to regain the certified status the coach will have to earn the missing points/or missing module (i.e. the MED online) or to be re-evaluated.

All records of participation in professional development activities delivered under the jurisdiction of Judo Canada must be recorded in the LOCKER by the facilitators or NCCP personnel who are granted access to the CAC Locker Database.

## PROFESSIONAL DEVELOPMENT (PD)

Professional development is required for coaches to renew “Certified” status in any context.

Professional development requirements must be completed by the end of the period for which the certification is valid.

**IMPORTANT: No professional development activity is required to renew the “Trained” status.**

**Professional Development points cannot be transferred into the future certification validity period – e.g. coach earns 100 points. At the beginning of the next period, that coach starts with zero (0) points.**

Maintenance of Certification	Minimum Professional Development credits required
Context (includes any gradation)	Certification validity is 5 years
Assistant	10 points/5 years
Instructor	20 points/5 years
Coach - Competition – Development Coach High Performance	30 points/5 years

Professional Development credit is available in all of the following activity categories, within the limits described:

	Activity Category	Points	Limitations/all apply to 5-year eligibility period
Coaching	Active coaching	1 point/year for every season coached	To a maximum of 5 points
		1 point/year Coach Developer activity	
Technical	NCCP activity- Judo modules	5 points/module*	No maximum or minimum
	Non-NCCP activity – Technical clinics and courses sanctioned Nationally	3 points for ~ a minimum of 3h of an activity. One activity cannot be claimed for more than 3 points, regardless of its length.	No maximum or minimum

## NCCP POLICY

	Activity Category	Points	Limitations/all apply to 5-year eligibility period
	Coach self-directed activity	3 points for the valid certification period – e.g. Saint John Ambulance; approved by Judo Canada Online educational judo materials	<b>Maximum</b> of 3 points for certification renewal period
	Re-evaluation in context	100% of the points required for PD credit in the context	No other PD is required if coach chooses re-evaluation
<b>Multi-sport</b>	NCCP activity – CAC Multisport or PD modules	5 points/in-class or online module	No maximum or minimum
	Respect In Sport for Activity Leaders	3 points	
	Non-NCCP activity	1 point/hour of activity up to 3 points maximum for a single activity.	<b>To a maximum</b> of 50% of required PD credit for the context in a certification renewal period
	University Courses	TBD	

The CAC will maintain, for the benefit of the NCCP Partners, a national list of multi-sport NCCP and non-NCCP activities that are eligible for Professional Development credit along with the corresponding credit for each activity. Many of the multisport modules offer an online option. Any multisport module completed by a coach will automatically register in the LOCKER DB and count for the PD. For more information on multisport modules offered by the CAC see: <https://coach.ca/resource/nccp-multi-sport-modules-overview>.

Further online modules are frequently added to the list of eligible PD activities – E.g. “Respect in Sport for activity leaders” available at: <https://judo-canada-al.respectgroupinc.com/>.

### Communication to the NCCP

Are you a NCCP certified coach? If so, with completion of the Respect in Sport Activity Leader program, you are eligible for 3 Professional Development Points towards maintenance of your NCCP certification. By selecting "Allow" below, the Coaching Association of Canada (CAC) will update your NCCP profile and credit you 3 PD points for completion of this program.

Not a member of the CAC and the NCCP, Why Not? The CAC, in partnership with over 70 sport organizations, is responsible for, and oversees the training and certification of coaches in Canada through the world-leading NCCP. Having an NCCP number allows you to access the The Locker" to house all of your coaching credentials, access other coach training, and many other resources through the CAC for coaches of any sport, at any level.

Select "allow" below to grant permission for the CAC to create a profile in your name and extend your journey as a valued coach in Canada. An email confirming your profile creation and welcoming you to the Coaching Association of Canada will be sent to the email address on record in this program.

If you choose to Decline Respect Group sharing your information with the Coaching Association at this time, we will of course respect your wishes. You can always return to the "Profile" section of this program to change your selection at any time.

Do you consent to allow Respect Group to share your information with the Coaching Association of Canada?

Allow  Decline

Only those professional development credits entered in a coach's record on the NCCP Database will be used to determine whether the coach meets the context-specific requirements within the current certification period of valid certification.

All non-NCCP activity related to the renewal of certification and Professional Development data entered on the database will be subject to a user-pay system (e.g. Red Cross First Aid course).

Certified status will be given only to those coaches who accumulate the required professional development credits with the current certification renewal period.

Coaching and other self-directed PD activities must be entered in the LOCKER by the coach. These activities must be recorded once a year.

### Glossary:

Non-formal learning is any organized educational activity outside of the NCCP that provides learning opportunities for coaches. Examples include coaching conferences, seminars, apprenticeship programs, workshops, and clinics.

Informal learning is the lifelong process of acquiring knowledge, skills, attitudes, and insights through daily experiences and exposure to coaching and sport. Informal learning happens in a wide variety of settings including, previous experience as an athlete, informal mentoring, day-to-day coaching experiences, and interaction with peer coaches and athletes.

Self-directed learning occurs when the coach reflects upon their technical, practical, and critical coaching issues and determines how to overcome practical coaching dilemmas. Self-directed learning makes use of a wide variety of materials, including coaching and sports science manuals, books, journal articles, videos, and Internet sources, etc., that were created for the purpose of enabling learning.

Season of coaching is the normal coaching period for a context in a sport. It could be a partial year or a full year. Coach must register this activity in his own Locker profile.

## THE COACH DEVELOPER PATHWAY

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**Coach Developers entrusted by Judo Canada and Provincial/Territorial Judo Organizations to train, evaluate and certify the next generation of Canadian Coaches are considered the fiduciary of Judo Canada and must act in the best interest of the organization. Non-compliance with this basic principle will result in withdrawal of Coach Developer privileges.**

### **Judo Specific Training for Coach Developers - Assistant, Instructor and Competition Development courses and evaluations**

#### Eligibility:

- Must meet minimum age, experience and qualification eligibility criteria as defined in the Judo Canada NCCP policy.
- Must be recommended by Provincial/Territorial Judo Association

Training of the Coach Developers – as per the CAC policy [NCCP Coach Developers / Coaching Association of Canada / Association canadienne des entraîneurs](#). For each of the contexts in Judo Canada NCCP program, the Coach Developer must follow the CAC policy:

1. CAC Core training – 3 options available or all of these for Master Coach Developers: Facilitator, Evaluator, Master Coach Developers
2. Facilitator training context specific by Judo Canada designated Master Coach Developer
3. Evaluator training context specific by Judo Canada designated Master Coach Developer
4. Co-facilitation of learning activities with a certified Master Coach Developer
5. Co-evaluation of coaches with a certified Master Coach Developer
6. Evaluation of the facilitation competency by a certified Master Coach Developer
7. Evaluation of evaluation competency by a certified Master Coach Developer

### **National and Provincial/Territorial MASTER Coach Developers:**

- A nomination for a National Master Coach Developer is made by Judo Canada.
- A nomination for a Provincial/Territorial or Regional Master Coach Developer is made by Provincial Associations or a Region and approved by Judo Canada.
- Must complete the CAC Master Coach Developer training and be evaluated by the CAC designated evaluator
- Coach Developer must maintain the “Certified” status as per the CAC policy.
- Master Coach Developers will be able to mentor on one-on-one basis new Coach Developers (Facilitators and Evaluators) on as needed basis. An individual training program of new Coach Developers must be approved by Judo Canada.
- Designated by Judo Canada Master CD will approve registered in the LOCKER NCCP activities.

## COACH DEVELOPER RESPONSIBILITIES – LEARNING FACILITATOR

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Learning Facilitators are those individuals who will be leading Technical NCCP courses and as such will:

1. Complete the CAC and Judo Canada training and evaluation for the designated context.
2. To have access to the Administration of the CAC LOCKER database, the coach developer must complete the CAC LOCKER training.
3. Be responsible for delivering the courses as outlined in the Technical and LF Manuals.
4. Prepare for delivery of the course as necessary.
5. When required, distribute the schedule of activities and resource materials to participants of the course
6. Attend training opportunities as indicated by the Master Coach Developer.
7. Must send all the course forms to the provincial NCCP chair and must keep a copy of the forms used for personal records; Or, when the activity is supported by the LOCKER online support system, inform the Master Coach Developer who scheduled that activity about its conclusion and

update on any new and last-minute developments that took place during that activity.

## **COACH DEVELOPER RESPONSIBILITIES – EVALUATOR**

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Evaluators will evaluate competency of candidate instructor and coaches who completed all their required training.

1. Complete the CAC and Judo Canada training and evaluation for the designated context.
2. Distribute evaluation criteria to candidate coaches requesting evaluation.
3. Report the evaluation outcomes in the LOCKER
4. Attend training and Professional Development opportunities offered by the CAC or Judo Canada

### **LEARNING FACILITATOR – ASSISTANT AND INSTRUCTOR**

Facilitator of COURSES or MODULES IDENTIFIED FOR THE DA and DI TRAINING

To obtain accreditation as a DA/DI Learning Facilitator (LF) in judo, the candidate must meet the following requirements:

1. Minimum age 24.
2. Minimum rank Nidan.
3. Recommendation to Judo Canada from the Provincial/Territorial Association.
4. Approval by Judo Canada.
5. Minimum Competition Development certified; or a university degree in physical education/kinesiology or equivalent background and experience.
6. Must have completed the online “Make Ethical Decisions”, and “Respect in Sport for Activity Leaders” modules and have a clear criminal record.
7. Must be certified to facilitate Judo Canada NCCP modules 1 through 5.
8. The material used during the DA/DI course will only be the CAC and Judo Canada approved materials. The material will be distributed in electronic format on the deadline of the registration.

The Course Facilitator’s status will be maintained by delivering a minimum of one DA/DI course per 2 years and by taking a professional development activity as per Judo Canada’s requirements once every quadrennial.

### **LEARNING FACILITATOR for Judo Specific “COMPETITION DEVELOPMENT” courses**

The Competition Development facilitator is an instructor and an administrator. The candidate must meet the following requirements:

1. Minimum age 26.
2. Minimum rank Nidan.
3. Must have prior competitive experience equivalent to a minimum Judo Canada National A team standard.
4. Must be trained and evaluated by Judo Canada or CAC designated Master Coach Developer.

5. Nomination by Judo Canada. The candidate must have a minimum of 4 years coaching experience as Comp-Dev coach.
6. Prior to a Comp-Dev learning experience, the facilitator must ensure that all course materials are distributed to the registered participants in advance of the course.
7. The facilitator must arrange for facilities; audio/visual equipment and resources, etc.
8. The facilitator must arrange when required for Sport Science Specialists and judo experts to present various sections of this learning experience in accordance with the policies of Judo Canada and the CAC (honoraria, expense...).
9. The presentations by invited topic expert (s) must be coordinated, and supporting material must be duplicated and distributed to the participants.

The facilitator must complete all NCCP form and Judo Canada expense form (if applicable).

## MASTER COACH DEVELOPER – LEARNING FACILITATOR OR EVALUATOR

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To obtain accreditation as Master Learning Facilitator (MLF) or Master Evaluator, the candidate must meet the following requirements:

1. Must complete the Master Coach Developer CAC training.
2. For National Master Coach Developer - Learning Facilitator or Evaluator, the candidate must be nominated by Judo Canada.
3. For a Provincial/Territorial or Regional MCD, the candidate must be nominated by Judo Canada or Provincial/Territorial Judo Association.
4. Master Coach Developers will have specific designation as Master CD for
  - 4.1. Dojo Assistant and Dojo Instructor MCD
  - 4.2. Dojo Assistant and Dojo Instructor and Competition Development MCD
  - 4.3. Competition Development MCD
5. Minimum rank Yondan.
6. HP Coach or Graduate of the Advanced Coaching Diploma Program or University Degree (preferably in Phys. ED, Kinesiology or other science areas) or certified CAC Master CD.
7. For Provincial Appointments, Master CD must be approved by Judo Canada.
8. The candidate must be involved in training of all aspects of judo.
9. The MCD must organize and deliver (in cooperation with Judo Canada) one professional development activity for LF or Evaluators per quadrennial.

Master CD must deliver a minimum of one per quadrennial of each NCCP Learning Experiences for each context/level for which they are designated; The Master Coach Evaluator must conduct evaluations for each judo specific context at a minimum once every two years.

## ADMINISTRATIVE ROLES AND RESPONSIBILITIES

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To guarantee that the Certification Program functions as smoothly as possible without duplication of effort, a recommended structure of roles and responsibilities for the administrators of the program at the Provincial Association level has been developed.

The structure defines the roles of the National Office, the Judo Canada NCCP Chair, the Provincial NCCP Chair, and Coach Developers.

The NCCP Committee for Judo Canada in consultation with the Provincial Associations will be responsible for the selection of one individual as the Provincial NCCP Chair.

## JUDO CANADA DESIGNATED NCCP ADMINISTRATOR

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The Judo Canada NCCP administrator will administer and co-ordinate the implementation of the Judo Canada National Coaching Certification Program at the national level. The administrator will work closely with the Judo Canada NCCP Chair.

## JUDO CANADA NCCP CHAIRPERSON

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1. Work in partnership with the National Office to:
  - a) Remain current with developments in the NCCP;
  - b) Provide information and required reports on the implementation of NCCP; and
  - c) Provide input into the development of the administration of the NCCP.
2. Maintain the Coach Developers data up to date
3. Liaise with the Chairs of appropriate committees on NCCP matters in promoting the objectives, requirements and development.
4. Liaise with Judo Canada on available funds for NCCP courses, publicity, promotion and development.
5. Determine the needs for training of CDs and MCD's and evaluate the implementation of NCCP.
6. Preferably the NCCP Chairperson is a designated Master Coach Developer.

## PROVINCIAL/TERRITORIAL NCCP CHAIRPERSON

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The Provincial/Territorial NCCP Chairman will administer and co-ordinate the implementation of the Judo Canada National Coaching Certification Program at the provincial level. This person may be involved in the NCCP as a Master Coach Developer or Coach Developer.

Responsibilities:

1. Work in partnership with the National Office to:
  - a) Remain current with developments in the NCCP
  - b) Provide information and required reports on the implementation of NCCP within his/her

- province; and
- c) Provide input into the development of the administration of the NCCP
2. Liaise with the Executive of the Provincial/Territorial Association on NCCP matters in his/her province promoting the objectives, requirements and development.
    - a. Ensure that a proper administrative support is provided to facilitators designated to deliver courses.
  3. Where applicable, liaise with the provincial government representative on available funds for NCCP courses, publicity, promotion and development.
  4. Work with Master Learning Facilitators (MLF) to establish course dates, venues, and assignment of facilitators. To determine the needs for training of LFs. To evaluate the province's implementation of NCCP. To ensure the standard of the NCCP is maintained.
  5. Liaise with LFs on provincial government activities, and provincial implementation procedures.
  6. Manage the provincial budget allocated to the provincial NCCP portfolio.
  7. Provide the publicity and administration necessary to present courses.
  8. Must forward all course forms received from LFs to the National Office and the National NCCP chair.

## EQUIVALENCIES OF COACHING CREDENTIALS FROM THE “OLD NCCP” OR CREDENTIALS EARNED OUTSIDE OF CANADA

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As of May 2015, all former level 1 – 3 NCCP certifications were transferred into the new system and are reflected in coaching transcripts in the LOCKER CAC Database.

In accordance with recommendation of the CAC policy on equivalencies, the following were granted:

1. Level 1 NCCP certified coaches were granted DA certified status – Instructor to Beginners
2. Level 2 NCCP certified coaches were granted DA certified status & DI certified status – Introduction to Competition, Instructor to Beginners, and Instructor to Intermediate certified status.
3. Level 3 NCCP certified coaches were granted Competition Development Coach certified status.
4. Coaches who took theory AND technical at any level were granted a trained status at the module where both technical and theory were concluded.
5. No other transfers of equivalencies for former levels 1 through 5 old NCCP credits are possible at this time.

### **TRANSFER OF QUALIFICATIONS FOR LEVEL 4 AND LEVEL 5 CERTIFIED COACHES**

As per the CAC policy, the following transfer of qualifications was applied:

Level 4 Certified coaches:

1. Level 4 certified status will be maintained by the CAC in the LOCKER indefinitely.

2. Automatic Transfer to the Competition Development Certified Status.
3. May be eligible for Certified High Performance Coach status pending recommendation from Judo Canada Sport Committee. If such recommendation is made, the Pathway towards certification as per the HP Certification chapter of this policy.

Level 5 Certified coaches:

1. Level 5 certified status will be maintained in the LOCKER indefinitely.
2. Automatic Transfer to the Competition Development Certified Status.
3. Potential Transfer to the High-Performance Certified status, pending these coaches' involvement in working with national team athletes competing internationally and recommendation for such equivalency issued by the Judo Canada Sport Committee. If such recommendation is made, the Pathway towards certification as per the HP Certification chapter of this policy.

The Professional Development requirements for the transferred status is as per the Competition Development standards – 30 points/5 years.

NOTE: The CAC recommended COMPETITION DEVELOPMENT ADVANCED GRADATION - Judo Canada opted not to offer this level of certification in judo.

**In agreement with the CAC policy Judo Canada does not recognize equivalencies for any foreign coaching credentials. All candidates have the right to a Program Challenge (see below).**

## PROGRAM CHALLENGE

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\*In the certification processes below, the NCCP committee reserves the right to review special cases.

- Challenges only exist to attain a “certified” status in the desired level. There are no challenges to attain the “trained” status.
- All program challenges must be submitted to Judo Canada via email to [NCCP@judocanada.org](mailto:NCCP@judocanada.org) Once the challenge is approved the candidate will receive Judo Canada banking information where a non-refundable fee must be deposited. Judo Canada will select a certified Coach evaluator(s) to deliver this service to a candidate challenger.
- All Instructors must submit a letter of recommendation from their sensei or their Provincial/Territorial Judo Association. All challengers to Competition Development Certification status must submit a letter of recommendation from their provincial association.
- All challengers must meet the prerequisites for the specific designation as defined in this policy.
- All challengers must successfully complete the online “Make Ethical Decisions” component.
- All challengers will only have one attempt to successfully complete the challenge. No second challenge for the same coaching designation will be allowed.
- The program challenge consists of a competency evaluation:
  - Instructor (\$510)
  - Must successfully complete the evaluation process as defined in this policy.
  - Competition Development (\$1010.00) plus all challengers must complete the obligatory CAC Multisport modules prior to requesting evaluation of the judo specific component.

- Must successfully complete the evaluation process as defined in this policy.
- High Performance Coach Certification evaluation by a panel of experts designated by the Canadian Sport Institute and Judo Canada. Cost of such evaluation is to be determined in negotiation between Judo Canada and the Coaching Institute assisting in this process.
- Upon conclusion of the evaluation the designated evaluator will invoice Judo Canada directly for services rendered @ a rate of \$65/hour. The maximum fees for such service are set as follows: DI - \$300; CompDev - \$600

## REVOKING CERTIFICATION

In certain circumstances, Judo Canada reserves the right to revoke the certification of the coach/instructor. Such circumstances include but are not limited to:

- Breach of the Sport Canada’s Universal code of conduct
- Breach of the NCCP code of ethics
- Breach of Judo Canada By-Laws
- Felony

In cases where a formal complaint or observation is registered/shared with Judo Canada, an ad hoc committee will investigate. Judo Canada’s Complaints and Dispute Resolution Policy will apply: [https://static.judocanada.org/wp-content/uploads/2024/11/Discipline-and-Complaints-April-2025\\_EN.pdf](https://static.judocanada.org/wp-content/uploads/2024/11/Discipline-and-Complaints-April-2025_EN.pdf)

A certification will only be deemed valid if the coach/instructor is a member in good standing with Judo Canada.

## FEE STRUCTURE

Course & Evaluation	Minimum course fee*	Challenge Fee	JC/CAC/Bank fees
<b>Dojo Assistant without evaluation</b>	\$185	N/A	\$45.00
<b>Dojo Assistant</b>	\$285.00	N/A	\$85.00
<b>DA (non-member)</b>	\$335.00	N/A	N/A
<b>Dojo Instructor</b>	\$360.00	\$510.00	\$95.00
<b>DI (non-member)</b>	\$510.00	N/A	N/A
<b>DA/DI combined in person or blended</b>	\$545		\$145
<b>Comp Dev</b>	\$560.00	\$1100.00	\$1100.00
<b>Comp Dev (non-member)</b>	\$1010.00	N/A	N/A
<b>Recommended Learning Facilitator/Evaluator honoraria</b>	\$65.00/h*		

- The DA course fee is \$185 and does not include an evaluation fee.

- The DI course fee is \$360 and includes the evaluation.

It does not include the fee for the background check, which has to be paid by the participants when requesting the check online.

Note: Maximum Evaluators honorarium for Assistant and Instructors to be set by Provincial/Territorial associations.

### PTSO Recommendations:

1. "Group entries" (multiple participants from the same club) may be approved for a discounted fee, providing that the cost of delivery of the course does not exceed the accumulated revenue.
2. Course fees may be adjusted based on the actual cost to organize the course, so that these activities are not delivered at a deficit.
3. Manuals will be distributed to all participants by Judo Canada in electronic format. Hard copies may be offered by local organizers.
4. Provincial/Territorial associations may deliver courses at a financial loss if such an activity is considered essential to the future development of judo in a given region.
5. Travel and accommodation expenses of invited facilitator(s) must not be included in the honoraria.