





# COACH EDUCATION PATHWAY

## HopOn Instructor

NCCP Community Coach pathway.  
For Cycling BC school and community instructors only.  
- 35 hours -

## Club Assistant

NCCP Comp-Intro Pathway.  
For youth and adult club leaders attending practices & clinics.  
- 35 hours -

## Club Certified

NCCP Comp-Intro Pathway.  
For youth & adult leaders managing clubs, teams, and private business.  
- 55 hours -

## Performance Certified

NCCP Comp-Dev Pathway.  
For provincial & national team leaders supporting podium pathway athletes.  
- 95 hours -

### Basic Requirements (COMPLETED IN-PROCESS):

- |   |   |  |  |
|---|---|--|--|
| <ul style="list-style-type: none"> <li>At least 14 years old</li> <li>Cycling Foundations eLearning</li> <li>Emergency Action Plan eLearning</li> <li>Making Ethical Decisions &amp; Quiz</li> <li>First Aid (Valid Certificate)</li> </ul> | <ul style="list-style-type: none"> <li>At least 15 years old</li> <li>Cycling Foundations</li> <li>Emergency Action Plan</li> <li>Making Ethical Decisions &amp; Quiz</li> <li>First Aid (Valid Certificate)</li> </ul> | <ul style="list-style-type: none"> <li>At least 16 years old</li> <li>Achieve <b>YELLOW CERTIFICATE</b></li> <li>Nutrition eLearning</li> <li>Commit to Kids: For Coaches</li> </ul> | <ul style="list-style-type: none"> <li>At least 18 years old</li> <li>Making Ethical Decisions &amp; Quiz</li> <li>First Aid (Valid Certificate)</li> <li>SafeSport eLearning</li> </ul> |
|---|---|--|--|

### 1 Cycling Practice Planning

4-hour synchronous video calls, often 2 x 2 hours plus homework. Chapters include Practice Planning, Teaching & Learning.

### 1 Skills & Tactics Theory

10-hour synchronous video calls, often 4 x 2 hours plus homework. Chapters include Practice Planning, Teaching & Learning.

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### 1 Multi-Sport Modules

Facilitated Online or Home Study by viaSport (65hr)

- Leading Drug-Free Sport & Quiz (1)
- Coaching & Leading Effectively (9)
- Managing Conflict & Quiz (8)
- Psychology of Performance (8)
- Developing Athletes Abilities (8)
- Prevention & Recovery (8)
- Performance Planning (12)
- Advanced Practice Planning (5)
- Manage a Sport Program (4)

-- Complete the above in any order --

### 2 Basic Cycling Skills

8-hour synchronous in-person practice teaching module, held outdoors in a field. Video challenge option available by special request.

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NCCP Community Coach: Trained [CCT]

### 3 HopOn Modules

4-hour asynchronous eLearning, followed by 8-hour synchronous in-person practice teaching module in a field.  
*Available only to approved instructors.*

### 3 Skills & Tactics Practical

8-hour synchronous in-person practice teaching module offered for each of the four sports: Mtn Bike, Road, BMX, or Track.

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8-hour synchronous in-person practice teaching module offered for each of the four sports: Mtn Bike, Road, BMX, or Track.

### Recognition of Previous Learning

PMBIA Level 1 Instructors must attend 1 outdoor module, either Basic Cycling Skills or a Skills & Tactics Practical: Mtn. Bike

PMBIA Level 2+ Instructors must only complete basic requirements and Skills & Tactics Theory.

Learn more on our website.

NCCP Community Coach: TRAINED [CCT]

### 4 Training to Race

12-hour synchronous video call, often 6 x 2 hours plus homework. Chapters include Design a Basic Sport Program, Basic Mental Skills. Prepares you to be a club head coach.

NCCP Introductory Coach: TRAINED [ICT]

### 5 Evaluation

work with Cycling BC to prepare your portfolio. Then submit the portfolio to Cycling Canada, complete an online quiz, and debrief with evaluator 30-minute video call.

NCCP Introductory Coach: CERTIFIED [ICC]

### 2 Performance Theory

6-hour synchronous video calls, often 3 x 2 hours plus homework. Offered once annually by Cycling Canada (Jan-Mar). Contact Cycling BC for a letter of recommendation.

NCCP Performance Coach: TRAINED [PCT]

### 3 Evaluation

Facilitated In-Person by Cycling Canada. Includes portfolio and observation at practice and national event.

NCCP Performance Coach: CERTIFIED [PCC]

**Maintain certification** by accumulating professional development points (GREEN 20 pts, BLUE 30 pts.) every five years. Approx. valued at 1 pt per hour of education.

# COACH EDUCATION PRICES

## NEW COACHES AND INSTRUCTORS

Please select a non-technical Cycling BC membership ([cyclingbc.net/buymembership](https://cyclingbc.net/buymembership)) and then register as a coach in-training ([cyclingbc.net/edu](https://cyclingbc.net/edu))

Modules	Note	HopOn Instructor	Club Assistant	Club Certified	Performance Certified
UCI Technical License	For accredited instructors and coaches.	\$104	\$104	\$104	\$104
Background Screening	Included in Cycling BC Accreditation System.	\$25	\$25	\$25	\$25
Cycling Foundations eLearning	1hr on-demand via Cycling Canada LMS	\$15	\$15	\$15	
Emergency Action Plan eLearning	15-minute on-demand.	\$0	\$0	\$0	
Making Ethical Decisions Module	4hr video call or homestudy by viaSport.	\$70	\$70	\$70	\$70
Making Ethical Decisions Online Quiz	1hr on-demand (\$85 challenge available)				
First Aid Certificate	Valid certificate with CPR minimum.	~ \$100	~ \$100	~ \$100	~ \$100
Cycling Practice Planning	4hr (2 x 2hr) video call (Community Theory)	\$50			
Basic Cycling Skills	8hr in-person in a field or controlled space.	\$125	\$125	\$125	
HopOn eLearning & Orientation	12hr program. Application required.	\$175			
Skills & Tactics Theory	10hr (4 x 2hr) video call. (Theory A)		\$75	\$75	
Skills & Tactics Practical	8hr in-person in sport-specific space.		\$125	\$125	
Commit to Kids: For Coaches	3hr on-demand via protectchildren.ca			\$12	
Nutrition eLearning	1hr on-demand via coach.ca LOCKER.			\$20	
Training to Race	12hr (6 x 2hr) video call. (Theory B)			\$150	
Club Evaluation	Online Quiz, Portfolio & Debrief Call			\$150	
Safe Sport eLearning	1hr on-demand via coach.ca LOCKER				\$0
Performance Multi-Sport Modules	65hr (9 modules) facilitated by viaSport.				\$1070
Performance Theory	6hr (3 x 2hr) video call by Cycling Canada.				\$250
Performance Evaluation	Portfolio, Camp & Event Observation				\$400
<b>Education Modules Only:</b>		<b>\$545</b>	<b>\$510</b>	<b>\$842</b>	<b>\$1890</b>
<b>Modules + Technical License + Background Screening:</b>		<b>\$664</b>	<b>\$639</b>	<b>\$971</b>	<b>\$2019</b>

*Cycling BC HopOn School Instructors only pay \$119 (Membership & Foundations).*

# ANCILLARY EDUCATION PATHWAYS

## Parent Chaperone

For parents attending club practices and special events to support child:adult ratios  
- 1 hour -

## Adult Ride Leader

*Designed for adult club members who wish to lead group rides.*

- 10 hours -

## Safety Instructor

*Designed for adult leaders who wish to facilitate learn to ride and ride safety programs*

- 20 hours -

## LTR Instructor

*Designed for instructors who wish to lead learn to ride and learn to race skills clinics.*

- 50 hours -

## Commissaire Official

*Designed for cycling enthusiasts who wish to help officiate at sanctioned events.*

- 20 hours -

### Basic Requirements:

- Cycling BC Membership
- Background Screening (E-PIC)
- Safesport (eLearning)
- Cycling BC Membership
- At least 19 years old
- Cycling BC Membership
- At least 19 years old
- Cycling BC Membership
- Cycling BC Club Assistant (YELLOW CERTIFICATE)
- At least 19 years old

### Special Opportunities

Cycling BC parent chaperones can access 50% discounts on NCCP coach education, including Club Theory A, to help support your child, their coach, and the club.

### 1 Ride Leader Training

1.5 day program including:

- Theory ZOOM (2hr)
- Outdoor Ride (3hr)

To achieve certification, submit journal & EAP.

Topics include club values, route planning, traffic safety, and group riding etiquette.

### 1 Safety Instructor Training

2 day program including:

- Safety theory module (3hr)
- Safety practical module (3hr)
- Learn to Ride Road6 (3hr)
- Ride Leader Module (3hr)

To achieve certification, co-instruct a live safety clinic with an experienced safety instructor and submit a reflective worksheet.

Topics include rules of the road, equipment check, skill assessment, basic road skills instruction, safety games and activities in controlled spaces, and a practice ride on open roads.

### 1 Learn to Ride Instructor

1.5 day program including:

- Curriculum Orientation (2hr)
- Co-Instruction at live event

### 2 Learn to Race Instructor

1.5 day program including:

- Curriculum Orientation (2hr)
- Co-Instruction at live event

Must attend co-instruction for each clinic instructors wish to lead, ie: Road54, Road43

### 1 Sport-Specific Theory C

1 day program including:

- Sport-Specific Module (7hr) facilitated by Cycling BC either in-person or online.

*Chose 1 sport: BMX, CX, MTB, ROAD, TRACK*

### 2 Mentorship Practicum

2 day program including:

- Mentorship at a live event (7hr)
- Mentorship at 2nd event (7hr)

### Professional Development

Pursue additional training and credentials outlined in the Commissaire Dev. Pathway.

**START HERE**  
[cyclingbc.net/coachstart](https://cyclingbc.net/coachstart)



# TECHNICAL LICENSE REQUIREMENTS

## Basic Requirements:

- Background Screening, including E-PIC\*
- SafeSport (eLearning)

	Role-Specific Requirements	Code
Event Organizer	n/a	ORG
Commissaire	Commissaire Education & Mentorship	##C#
Team Manager (ie: Director Sportif)	Letter of Support from affiliated trade team (Provincial, National, UCI).	DS
Caravan Driver / Moto Driver	Caravan Training via Cycling Canada LMS ( <a href="http://edu.cyclingcanada.ca">edu.cyclingcanada.ca</a> ) ICBC Driver's Abstract or equivalent.	DR / MD
Soigneur	Massage Therapy certificate or equivalent	SO
Mechanic	Letter of Support from place of employment or equivalent.	ME

\*Sterling BackCheck includes an E-Pic check for vulnerable persons, including children. Visit [cyclingbc.net/backcheck](http://cyclingbc.net/backcheck) to begin.

For specialized Technical Licenses (UCI Agent, UCI Para Classifier (National or UCI), or others, contact Cycling BC.

# COMMISSAIRE EDUCATION PATHWAY

## PROVINCIAL C

For parents or cycling enthusiasts who wish to help officiate at sanctioned events  
~20 hours ~

## PROVINCIAL B

For officials who wish to further develop their skills and fulfill additional responsibilities  
~20 hours ~

## PROVINCIAL A

For nominated officials pursuing President of the Commissaires Panel (PCP)  
~20 hours ~

## NATIONAL

For nominated officials pursuing commissaire positions at National Championship events.  
~20 hours ~

## NAT. ELITE

For nominated officials pursuing PCP positions at National Championship events.  
~30 hours ~

## UCI

For nominated officials pursuing PCP positions at international events.  
~100 hours ~

### Basic Requirements:

- UCI Technical License ([cyclingbc.net/membership](http://cyclingbc.net/membership))
- Background Screening, including E-PIC
- SafeSport (eLearning)
- Cycling BC nomination
- Cycling Canada nomination
- Cycling BC letter of support
- Cycling Canada nomination
- Available in Switzerland ONLY

## ROAD

### Theory C ROAD

4-hour module facilitated via ZOOM by Cycling BC. Mentorship at 2 events.

### Officiate \_ events

over 1-2 years to learn through experience. Fulfill different positions.

### Theory A ROAD

4-hour module facilitated via ZOOM by Cycling BC. Fulfill the PCP position.

### National ROAD

2-day module & exam module facilitated in-person by Cycling Canada.

### Nat. Elite ROAD

2.5-day module & exam module delivered in the America's by the UCI.

### UCI ROAD

10-day module, exams, & PCP observation at an international event.

## TRACK (Velodrome)

### Theory C TRACK

4-hour module facilitated via ZOOM by Cycling BC. Mentorship at 2 events.

### Officiate \_ events

over 1-2 years to learn through experience. Fulfill different positions.

### Theory A TRACK

4-hour module facilitated via ZOOM by Cycling BC. Fulfill the PCP position.

### National TRACK

2-day module & exam module facilitated in-person by Cycling Canada.

### Nat. Elite TRACK

2.5-day module & exam module delivered in the America's by the UCI.

### UCI TRACK

10-day module, exams, & PCP observation at an international event.

## BMX

### Theory C BMX

4-hour module facilitated via ZOOM by Cycling BC. Mentorship at 2 events.

### Officiate \_ events

over 1-2 years to learn through experience. Fulfill different positions.

### Theory A BMX

4-hour module facilitated via ZOOM by Cycling BC. Fulfill the PCP position.

### National BMX

2-day module & exam module facilitated in-person by Cycling Canada.

### Nat. Elite BMX

2.5-day module & exam module delivered in the America's by the UCI.

### UCI BMX

10-day module, exams, & PCP observation at an international event.

## MOUNTAIN BIKE

### Theory C MTB

4-hour module facilitated via ZOOM by Cycling BC. Mentorship at 2 events.

### Officiate \_ events

over 1-2 years to learn through experience. Fulfill different positions.

### Theory A MTB

4-hour module facilitated via ZOOM by Cycling BC. Fulfill the PCP position.

### National MTB

2-day module & exam module facilitated in-person by Cycling Canada.

### Nat. Elite MTB

2.5-day module & exam module delivered in the America's by the UCI.

### UCI MTB

10-day module, exams, & PCP observation at an international event.

## CYCLO CROSS

### Theory C CX

4-hour module facilitated via ZOOM by Cycling BC. Mentorship at 2 events.

### Officiate \_ events

over 1-2 years to learn through experience. Fulfill different positions.

### Theory A CX

4-hour module facilitated via ZOOM by Cycling BC. Fulfill the PCP position.

### National CX

2-day module & exam module facilitated in-person by Cycling Canada.

### UCI CX

10-day module, exams, & PCP observation at an international event.

## PARA

### National PARA

2-day module & exam module facilitated in-person by Cycling Canada.

### UCI PARA

10-day module, exams, & PCP observation at an international event.



# COACH DEVELOPER PATHWAY

## NCCP Learning Facilitator

*For certified NCCP coaches  
nominated to facilitate workshops  
~ 60 hours ~*

## NCCP Coach Evaluator

*For certified NCCP coaches nominated to facilitate  
portfolio evaluation and in-person observations  
~ 60 hours ~*

## NCCP Master Coach Developer

*For certified Learning Facilitators & Coach Evaluators  
nominated to develop, mentor, and evaluate LFs & CEs  
~ 250 hours ~*

### Basic Requirements:

- UCI Technical License ([cyclingbc.net/membership](http://cyclingbc.net/membership))
- NCCP Comp-Introduction or Competition-Development Certification
- Nomination by PTSO, NSO, or Master Coach Developer

### 1 LF Core Training

Facilitated Online or  
In-Person (8hrs) by viaSport  
\*Use Cycling BC Coach Developer Journal  
to reflect on the process and track progress.

### 1 CE Core Training

Facilitated Online or  
In-Person (8hrs) by viaSport  
\*Use Cycling BC Coach Developer Journal  
to reflect on the process and track progress.

### 1 MCD Core Training

Facilitated Online or  
In-Person (8hrs) by viaSport  
\*Use Cycling BC Coach Developer Journal  
to reflect on the process and track progress

### 2 Content-Specific Delivery

Facilitated Online or In-Person by  
Cycling BC or Cycling Canada (6hrs)  
Review learning materials with an MCD mentor  
and/or shadow at an in-person event.

### 2 Content-Specific Delivery

Facilitated Online or In-Person by  
Cycling BC or Cycling Canada (6hrs)  
Review sample portfolios and design a debrief  
script unique to the portfolio under evaluation.

### 2 Content-Specific Delivery

Facilitated In-Person by viaSport,  
Cycling BC, or Cycling Canada (6hrs).  
Work with a mentor and review MCD roles &  
responsibilities when evaluating LFs and CEs.

### 3 Co-Delivery

Facilitate an online or in-person module  
with an experienced LF or MCD mentor.  
Complete a pre and post-briefing, and  
reflect using the Cycling BC Coach Developer journal.

### 3 Co-Evaluation

Conduct a portfolio evaluation with  
a cycling coach under evaluation, with oversight from an  
experienced CD or MCD mentor.  
Complete a post-evaluation debrief with mentor.

### 3 Co-Delivery

Facilitated In-Person by viaSport,  
Cycling BC, or Cycling Canada (6hrs)  
during an LF or CE evaluation.  
Shadow MCD and debrief.

### 4 Trained Status

If the co-delivery is passed,  
work as a trained LF and facilitate at least 2 deliveries on  
your own before pursuing certification.

### 4 Trained Status

If the co-evaluation is passed,  
work as a trained CE and evaluate at least 3 portfolios.  
Collect positive feedback forms.

### 4 Trained Status

If the co-delivery is passed,  
work as a trained-MCD and mentor at least 6 different  
coach developers over 2-5 years.

### 5 Evaluation

A 4-hour observation by a certified MCD  
during a live event. Includes pre & post-briefing.

### 5 Evaluation

Submit the CE portfolio, including 3 positive  
feedback forms and a self-assessment.

### 5 Evaluation

Submit the MCD portfolio, including 6 feedback forms,  
a self-assessment. Complete a debrief.