

## BEF UKCC Level 4 Qualification - Professional Practice in Sport Coaching

### 2018 Information and application process

#### Introduction and Background

The British Equestrian Federation (BEF) and British Rowing are working with the University of Gloucestershire to deliver the UKCC Level 4 Coaching Qualification. The course consists of a bespoke programme, which has been developed specifically for both sports. The syllabus of professional education is intended for *high performing*<sup>1</sup> coaches with significant experience who have already completed the UKCC Level 3 (or equivalent) qualification.

#### The UKCC Level 4 Coach

The Level 4 Coach is expected to have considerable experience in their coaching environment. However, whilst the Level 4 qualification is designed for 'high performing' coaches, it is not exclusively for those coaches working in a 'high performance environment'. Those who are high performing in other environments are encouraged to apply. For example, this might include coaches who are primarily working with adults in a participation environment or coaches primarily coaching young athletes.

*The Vision for a UKCC Level 4 Coach:*

*UKCC Level 4 Coaches will be visionary and knowledgeable decision makers who display exceptional skills, behaviours and the highest professional and ethical standards. They will advance their own and others development, lead cutting-edge programmes, or a specialist part of a programme, and make a positive impact on sport performance and behaviour.*

For coaches to be successful at this level, they will need to:

- Develop as highly motivated active learners
- Be able to work autonomously and manage their own learning process
- Take responsibility for identifying their own learning needs and aspirations

#### The Combination of UKCC and Postgraduate Diploma Qualifications

The BEF UKCC Level 4 Qualification incorporates the opportunity for coaches to gain a Postgraduate Diploma (PG Dip) in Professional Practice in Sport Coaching and is designed to support and credit learning within the workplace. Forming an integral part of the UKCC Level 4 qualification for high performing coaches, the PG Dip element has been created around work-based learning (WBL) modules that are focused on the skills, knowledge and understanding needed to develop professional practice, as well as the ability to manage academic learning.

*Please note: The BEF will be the awarding body for the UKCC Level 4 Qualification, whilst the PG Dip element of the course will be awarded by the University of Gloucestershire.*

Using a range of work based learning situations the PG Dip course enables coaches to explore coaching practice through the rigour of academic learning, blended with the experience of coaching. The structure of the programme provides the opportunity to develop critical thinking about coaching and to impact on personal coaching behaviours.

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<sup>1</sup> High performing refers to coaching ability and not the performance context in which the coach is working. Coaches have the capacity to be *high performing* in a recreational environment as well as elite competition environments.

There is also an opportunity for coaches to add on a third year, to gain a Masters qualification with the University of Gloucestershire. This would be at an additional cost.

### **Course Outline and Commitment**

The programme runs over two years, with the course commencing in September 2018 and concluding with a final panel presentation for completion in November 2020.

The PG Dip Course consists of eight taught days (plus induction) per year, arranged in a combination of one and two day blocks. These are scheduled to take place in October, November, January, February, March and April. In addition to these days, the programme will include on-line webinars, one to one tutor support, project work and field based visits in your coaching environment from both University and mentors.

The following modules are covered during the PG Dip course programme:

- Coach Development
- Continuous Professional Development
- The Expert coach in a High Performing setting
- Work Based Project

The 'BEF level 4' element of the programme requires coaches to maintain a reflective log over the period of the programme. The purpose is to record the impact of personal development on coaching practice. The log will combine reflections of the PG Dip learning on personal development, feedback from two 360 reviews, two field based visits and input from a technical mentor. In addition there will be opportunities to attend coaching conferences and workshops outside of the PGDip.

Coaches will be required to identify a 'technical' sport based mentor, with considerable expertise in both the equestrian discipline and the context in which the Coach is working. The mentor must be approved by the relevant BEF Member Body as appropriate for this role.

Coaches will be required to evidence the nature of their high performing coaching activities in specific contexts or environments. For 2017, these have been identified as follows :

- **Elite Performance** (ie. World Class, International)
- **Performance Development** (ie. recognised BEF/Member body pathways for riders aiming to become Elite performers)
- **Adult Performance** (ie. National, Regional, competitive engagement)
- **Adult Participation** (Local, competitive and non-competitive)
- **Youth** (Age groups between 8yrs and 18yrs, competitive and non-competitive, although not in Performance Development)

### **Entry Pre-requisites.**

Coaches will be required to demonstrate the following:

- Hold the UKCC Level 3 or recognised equivalent qualification
- Recognition as a "high performing" Coach in a specific environment and a minimum of 5 years' experience demonstrating high performing characteristics aligned to the level 4 criteria. On request, two references who are able and prepared to verify the coach's expertise and experience.

As part of the full application process, it will also be necessary to demonstrate that:

- Coaches can provide a range of evidence of on-going professional development
- Coaches can provide evidence of their current “high performing” coaching practice
- Coaches employ an athlete centred approach to their coaching
- Coaches are capable of holding an ambassadorial role in equestrianism
- Coach can identify a mentor who will support with specialist, sport based, “technical development”

Enrolment will take place annually (dependent on numbers of applicants)

#### **Course Costs.**

Course fees for the UKCC Level 4 Qualification, including the Postgraduate Diploma, total £5,250 which will be split into two annual fees. The first year payment of £3,000 will be due in September 2018, with the second payment of £2,250 due in September 2019.

Coaches may eligible for support from their County Sports Partnership or other grant-aiding organisation. Previous level 4 coaches have been successful in achieving grant contributions towards their level 4 fees.

#### **Level 4 Information Day**

The BEF and University of Gloucestershire will host a Level 4 Information Day on the **23 May 2018**, 10-3pm at University of Gloucestershire, Oxstalls Campus, Oxstalls Lane, Gloucester, GL2 9HW. The day is designed to provide potential candidates with a clear understanding of the academic expectation, commitment and potential impact of taking the qualification. It will also feature case studies from current and previous graduates of Level 4. Course administrators, including representatives of the University of Gloucestershire and the BEF will be available to answer questions and provide relevant information. Potential UKCC Level 4 candidates **are recommended** to attend.

Please book your place on this day by emailing Erin Dobby at the BHS: [erin.dobby@bhs.org.uk](mailto:erin.dobby@bhs.org.uk) by **18 May 2018**

#### **How to Apply.**

Applications are administered by the British Horse Society and should be completed on the appropriate form and be returned

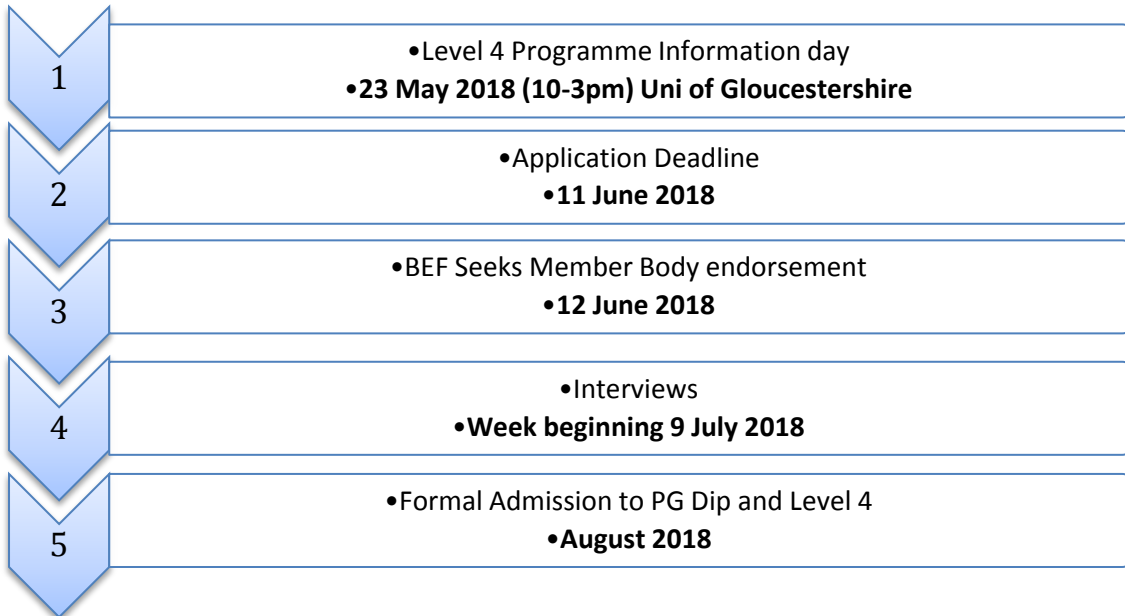
by email to : [erin.dobby@bhs.org.uk](mailto:erin.dobby@bhs.org.uk)

by post to : UKCC L4 Applications  
British Horse Society  
Equestrian House  
Abbey Park  
Stareton,  
Kenilworth  
Warwickshire  
CV8 2XZ.

Note closing date for applications is **11 June 2018**. As part of the application assessment the applicant's Member Body will be consulted to seek an endorsement. Suitable applicants will be invited to Interview on

the week beginning **9 July 2018**. A timeline for applications and interviews is shown below along with workshop dates.

### Application Process 2018



<b>2018/19 PGDip and Level 4 dates</b>	
Year 1 (2018 intake)	
Level 4 Introduction	19 <sup>th</sup> September 2018
Induction	October 2018 Oxstalls campus
SP7509 Expert Coach	October 2018 Oxstalls Campus
SP7508 Coach Development	November 2018 Venue TBC
SP7509 Expert Coach	January 2019 Venue TBC
SP7508 Coach Development	February 2019 Venue TBC
SP7509 Expert Coach	March 2019 Venue TBC
SP7509 Expert Coach	May 2019 Venue TBC