



## **Skate Canada Professional Coach Membership Card** **Question and Answer**

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### **1. What is the Skate Canada Professional Coach Membership Card?**

The Skate Canada Professional Coach Membership card signifies a coach's inclusion in a strong fraternity of professional figure skating coaches across Canada who are committed to providing high quality instruction. This card replaces the previous version of the Skate Canada coach member card and will standardize photo identification cards on a national level, replacing the section photo identification card. This card will be a nationally recognized symbol, indicating the coach meets Skate Canada's specific coaching membership requirements.

### **2. Why is Skate Canada implementing a Professional Coach Membership card?**

This card is being implemented to create a single standardized membership and photo identification card for all Skate Canada coaches. Vital registration information will be captured on this card and coaches will be able to use this as quick and easy way to provide clubs and potential parents with verification of their registration status and qualifications. Coaches will need to carry only one card which will promote ease of accreditation at events. The card will also capture a coach's CEP status level. The Professional Coach Membership card will replace section photo identification cards and will be the only card accepted for accreditation purposes at Skate Canada events.

### **3. When will this card expire?**

The Professional Coach Membership card will be good for one skating season. Coaches will receive their new Professional Coach Membership Card after registering for the new season. The current season will be indicated on the card.

### **4. Do I need this card?**

Yes. This card identifies you as a member of a strong fraternity of professional coaches within Skate Canada. The Professional Coach Membership card provides proof of a coach's registration, membership and qualifications to clubs and members. In addition, this card will be required to obtain accreditation at competitions where section photo ID cards have previously been required. Only cards with a photo will be accepted for accreditation at events. Section photo ID cards will no longer be considered valid.

### **5. What happens if I lose my card? What are the fees associated with this?**

Cards are printed once per season when a coach registers for the season. If a card is lost during the season, coaches may request a reprint from the Member Services Department at the National Office for a fee of \$50.

### **6. What if my first aid or screening expires during the skating season?**

Coaches whose information expires during the skating season (i.e. first aid or screening) will need to decide whether or not they would like to request a reprint. The fee to reprint a card to update expired information is \$10. Coaches must contact the Member Services Department to request a new card.

### **7. What if I do not upload a picture to Members Only?**

If you do not have a photo uploaded to your personal profile on Members Only, your card will be printed and issued without a photo. However, without a photo your card is not valid for obtaining accreditation at competitions and clubs and members cannot verify your identity and your qualifications. Coaches are strongly encouraged to upload a photo before registering so that they can enjoy the benefits of a card with complete information.

### **8. I am having problems uploading a picture to Members only. What else can I do?**

For those coaches who are having difficulties uploading their photos, please contact the Member Services Department for assistance. ([memberservices@skatecanada.ca](mailto:memberservices@skatecanada.ca))

- Color photo's are preferred as the card will be printed in color
- Photo must be approximately 37mm (1 ½ in) wide and 50 mm (2 in ) long
- Close up shot of head and shoulders. Face must cover 65-75% of the photo
- Photo must be clear, sharp and in focus.

**9. What happens if I complete an NCCP certification halfway through the season?**

If you complete the certification of an NCCP level throughout the course of the season you can request to have your card reprinted for a fee of \$10. Coaches can decide whether or not they want to receive a new card with their new certification level or if they want to wait until next season to receive an updated card. The new NCCP certification level will be updated on the coach's membership profile.

**10. How do I ensure my new Continuous Education Program (CEP) status shows up on my card?**

To ensure your new CEP status appears on your membership card, coaches must submit their CEP Statement of Activity including all supporting documents to the Skate Canada National Office by July 1 of the last year of the CEP cycle. If coaches are submitting information after this date there is no guarantee their card will have their new CEP status. Coaches may request a reprint of their card for a fee of \$10.

**11. My Section photo identification card has not expired, which card should I be using?**

The Skate Canada Professional Coach Membership card replaces the Section photo identification card effective September 1, 2011; therefore all coaches must only be using the new Skate Canada Professional Coach Membership card.

**12. What is the difference between a trained and certified status? How does this affect what a coach is permitted to instruct?**

A coach must be minimum NCCP CanSkate trained in order to register as a Skate Canada Professional Coach. This coach will have completed all of the training necessary to begin teaching CanSkate. A CanSkate certified coach will have completed the training as well as a practical observation portfolio with a mentor coach provided by the section. Both the CanSkate Trained Coach and the CanSkate Certified Coach may ONLY instruct CanSkate. A Primary STARSkate trained coach is able to instruct all levels within the Skate Canada programs with the exception of CanPowerSkate. A Primary STARSkate Certified coach has completed the practical evaluation.