

## **REQUIREMENTS FOR RDA NATIONAL COACHES**

### **1. INTRODUCTION**

RDA Australia is committed to providing quality training for coaches who will then provide a high quality service to our participants. The RDA Coach Education syllabus is nationally accredited under the National Coach Accreditation System (NCAS) with the Australian Sports Commission (ASC) and is reviewed every four years to ensure that training standards are up to date.

### **2. PRINCIPLES OF ASSESSMENT**

The RDA Coach Education System is based on the principles of competency based learning:

- Valid
- Reliable
- Flexible
- Fair

### **3. PRE-REQUISITES**

There are three levels of qualification within the RDA NCAS coaching qualification:

- RDA NCAS Level 0 (Orientation to Coaching) is an introductory course that qualifies candidates to perform the role of Assistant Coach under the supervision of the RDA qualified Coach.
- RDA NCAS Level 1 Coach is the first qualified level for delivery of RDA services.
- RDA NCAS Level 2 Coach is an advanced RDA coaching qualification.

To be eligible to train for the Level 0 (Orientation to Coaching) qualification, candidates must:

- Have been a volunteer at RDA for at least 6 months.
- Be at least 15 years old at the commencement of training, aiming to complete your training once you turn 16.
- Be able to ride and control a horse at the walk, trot and canter.

To be eligible to train for the Level 1 Coach qualification, candidates must:

- Be at least 16 years old at the time of commencing this course, aiming to complete your training once you turn 18.
- Be able to ride, or have previous riding experience and specifically be able to control the horse in walk, trot and canter. You must be able to recognise correct trot diagonals and canter leads.

To be eligible for the Level 2 coach qualification, candidates must:

- Be a currently accredited Level 1 RDA NCAS Coach of at least 12 months.
- Be able to ride, or have previous riding experience, and specifically be able to show dressage movements and paces found in Para-equestrian Dressage Tests (grades 1, 2, and 3), and be able to ride over a small jump of at least 35 cm.

Evidence of riding competency can be provided either by:

- A live demonstration or a video of your riding.
- Written verification of current/previous riding experience from an equestrian coach (RDA Coach, Pony Club or Equestrian Australia Coach).

Equivalent equestrian coaching qualifications can be recognised as prior learning. Refer to the RDA procedure for Recognition of Prior Learning.

### **4. UPDATE REQUIREMENTS**

To maintain their accreditation, RDA Coaches will be required to demonstrate that they have met specific requirements to ensure that they are keeping themselves current in the relevant policies and procedures relating to Coaching and Program Delivery.

# Riding for the Disabled Association of Australia Limited

## Coaching and Program Delivery

## Attachment A

Version 1 – April 2014

Update requirements will include:

- Each year, coach RDA registered participants for a minimum number of hours (Level 0 = 5 hours pa, Level 1 & 2 = 10 hours pa).
- Attend at least one RDA Coach Update Workshop (includes updates to RDA coaching policies) every 2 years.
- Hold a current Senior First Aid certificate (optional for Carriage Driving and Level 0 coaches) and a National Police Clearance or Working with Children certificate.

### 5. BECOMING AN RDA NATIONAL COACH

Application to Train forms are available on State and National RDA websites or from local RDA centres. The candidate must be supported on their application by the Centre Management Committee and a Coach Educator (a qualified coach who will supervise their practical activities and assist during the learning process). A candidate may have more than one Coach Educator.

The RDA Coach Education system is a self-paced learning system. Candidates have up to 2 years to complete the training in each qualification. Special considerations can be extended to people with disabilities undertaking the training.

To complete the qualification, candidates must undertake an assessment by an RDA National Assessor. The Assessor will assess both practical and theory components of the workbooks. The candidate may choose their Assessor or they may request for the State RDA Office to allocate an available Assessor. The candidate may be responsible for travel costs and other fees for the Assessor and should check what these costs are with the Assessor or their State RDA Office. A list of RDA National Assessors is available from the RDA Australia Office.

Once the candidate has met all the required competencies, the Assessor will complete a Competency Assessment Form which is then forwarded by the candidate to the RDA Australia Office (with a copy to the State RDA Office) with the accreditation fees. RDA Australia will issue certificates of qualification.

### 6. RE-ACCREDITATION OF LAPSED COACHES

Once qualified, RDA National Coaches will be required to register each year with the RDA Australia Office and provide evidence that they have met their compulsory update requirements (clause 4). An RDA coaching qualification will lapse if the requirements are not met within a 2 year period or they fail to complete their annual registration. Special considerations will be made for short term absences for up to a year.

If a Coaching qualification lapses and the person contacts RDA within 2 years following the date their qualification lapsed, they may apply to RDA Australia to have their qualification reinstated by completing the following activities:

- Coach RDA participants for 10 hours, under the supervision of a qualified RDA Coach (Level 1 or above).
- If they completed their qualification under a superseded coach education system, they must also complete the relevant conversion tables in the new system.

If a Coaching qualification lapses between 2 – 5 years, they must complete:

- Coach RDA participants for 15 hours, under the supervision of a qualified RDA Coach (Level 1 or above).
- If they completed their qualification under a superseded coach education system, they must also complete the relevant conversion tables in the new system.

If a Coaching qualification lapses for more than 5 years, the person must reapply to train as an RDA Coach and complete the full coaching training package.

<b>DELEGATION</b>	<b>AUTHORITY</b>
RDA Limited Board and State Delegates	Ratify policy and procedures at a General meeting
RDA Limited Board	Ratify procedures
RDA EO's and State Managers	Implement policy

**STATUS**

Version 1

Draft version presented to State Discipline Delegates 3-4/5/2014  
Ratified by RDAA Board on 23/7/14