



ALBERTA SOCCER ASSOCIATION
The Governing Body of Soccer in Alberta

HOW TO HOST

Community Stream Coaching Workshops

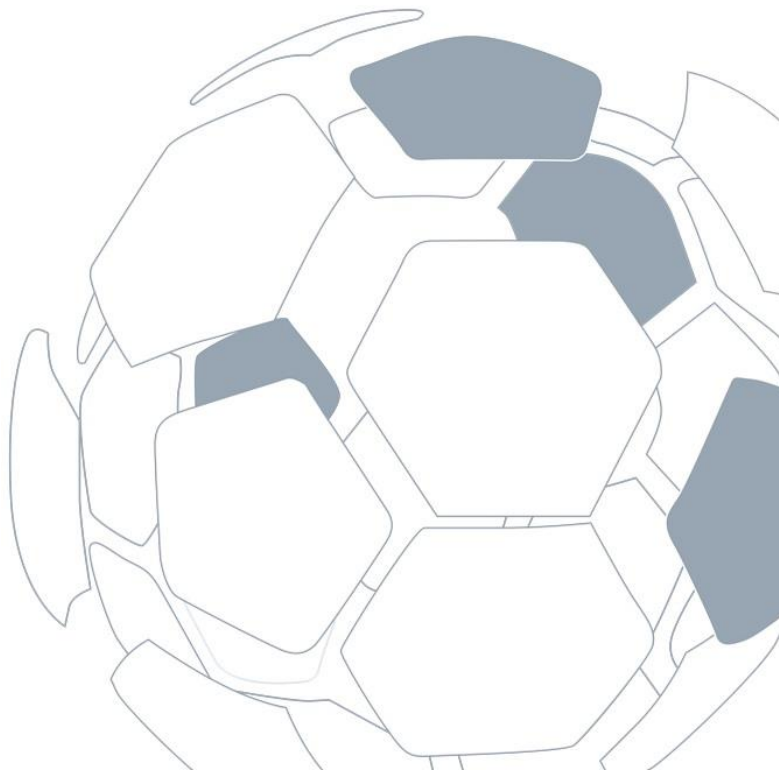


Table of Contents

Introduction and Vision	3
Hosting at a Glance	4
Community Stream	5
Active Start Workshop & Fundamentals Workshop	6
Learn to Workshop	7
Soccer For Life	8
Coach Requirements	9
Appendix A: Hosting Process Detail	10
Appendix B: Terms and Conditions	12

INTRODUCTION

This resource is designed to assist the Alberta Soccer Membership to understand the structure, procedures, costs, and timetables associated with the Alberta Soccer Community Stream coaching program. **This is a supplementary document for hosting on field coaching workshops that is to be used in conjunction with the Alberta Soccer Return to Play – Phase 2 document. Membership must adhere to all the recommendations of the Alberta Soccer Return to Play document and have the COVID-19 safety protocols in place prior to requesting a on field coach education workshop.**

It is important we recognize the value of coaching education and its influence on the development of our game. Alberta Soccer is committed to delivering coaching education that enhances the development of coaches and most importantly, players. We look to do so with the health and wellbeing of all participants in mind.

By engaging in coaching education, you are taking part in an exciting period as the future technical direction within Canada takes shape. Long-Term Player Development (LTPD) provides the framework for coaches to work together following consistent pathways and methods that put players first. The goal is to better equip coaches to develop training programs that follow LTPD principles at all levels of our game fostering a healthy life-long enjoyment of soccer.

An engaged membership armed with a positive approach are exactly what the game needs to make the philosophical and technical adjustments to move us all forward. More than ever we want to inspire coaches to strive for creating environments for players, parents and themselves that are safe, enjoyable and engaging.

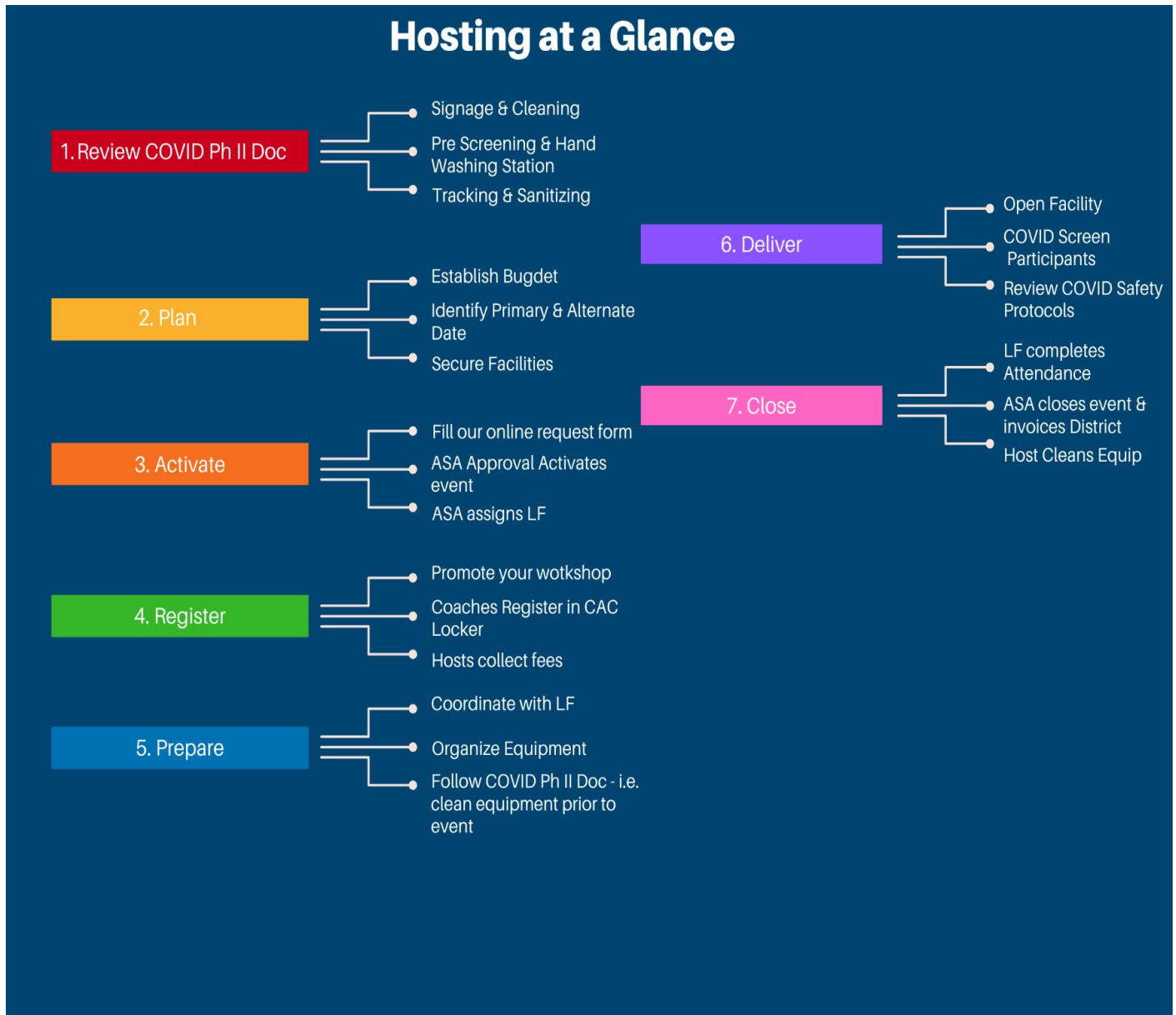
VISION

SKILLFULLY TRAIN, DEVELOP, QUALIFY, & SUPPORT MORE COACHES TO BE SKILLFUL TEACHERS AND POSITIVE AMBASSADORS OF THE GAME.

Without progressive coach education, the game's development is left to chance.

HOSTING AT A GLANCE

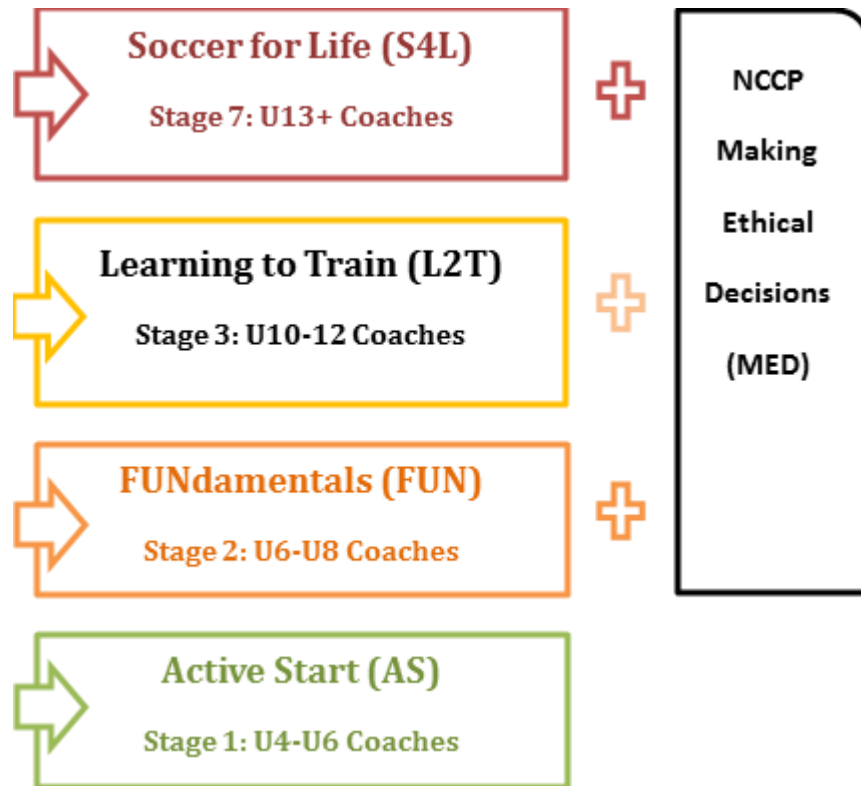
The Alberta Soccer Technical Department endeavours to create hosting processes that are simple, yet effective whilst maintaining a safe environment & high standard of education and service throughout.



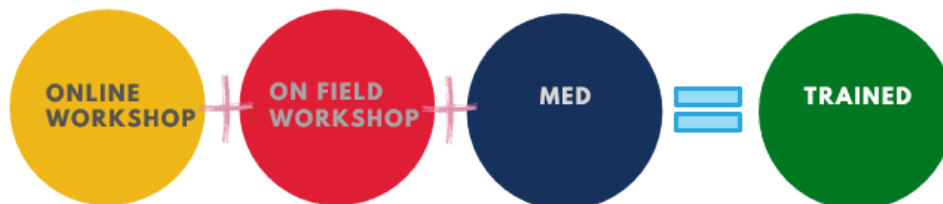
QUICKSTEPS are illustrated below:

COMMUNITY STREAM WORKSHOPS

The Community Stream Workshops are designed for grassroots community coaches who come into the game at various stage & age of player development.



- Coaches enter the Community Stream at the appropriate age and stage of the players they are working with – For example - the coach working with U10 players completes the L2T Training (Online Workshop + On Field Workshop + MED).
- All workshops are participatory in nature providing coaches with stage specific training - there is no evaluation.
- Coaches who complete their program are regarded as 'Trained' – certification does not apply to the Community Stream.



ACTIVE START WORKSHOP – Field Component

U6 Female U6 Male	2 Hour	\$5 Per Coach + LF expenses	Ideal 12-20 Coaches	16 Years of Age Minimum
----------------------	--------	--------------------------------	------------------------	----------------------------

Active Start is for coaches working with U4 to U6 Female and Male players.

Soccer contributes to the well-being of children by engaging them in the sport while teaching them basic movements. At this introductory level, the objective is to get them moving and to keep them active.

DELIVERY MODELS

Active Start Workshop On Field component can be held on a weekend or week night all year round.

FUNDAMENTALS WORKSHOP – Field Component

U8 Female U8 Male	3 Hour	\$15 Per Coach + LF expenses	Ideal 12-20 Coaches	16 Years of Age Minimum
----------------------	--------	---------------------------------	------------------------	----------------------------

The Fundamentals Workshop is for coaches working with U8 Female and Male players.

At this stage, individual player development is paramount. Coaches and teachers should create a stimulating learning environment where the atmosphere is “Freedom and Fun”.

DELIVERY MODELS

Fundamentals Workshop On Field component can be held on a weekend or weeknight all year long.

LEARNING TO TRAIN WORKSHOP – Field Component

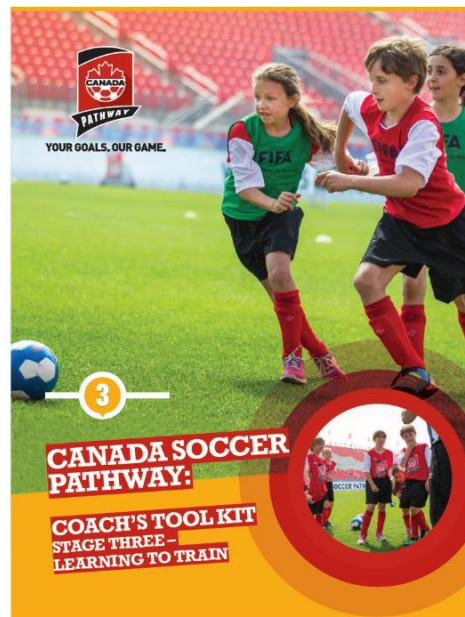
U10 – U12 Female U10 – U 12 Male	4 Hours	\$25 Per Coach + LF Expenses	Ideal 16 – 20 Coaches	16 Years of Age Minimum
---	----------------	---	----------------------------------	------------------------------------

Coaches working with U8 to U11 Female and U9 to U12 Male players should complete the L2T Workshop.

The role model is very important at this stage. Children begin to identify with famous players and successful teams. They want to learn imaginative skills so skill demonstration is very important - Players learn best by “seeing and doing.” Players move from self-centered to self-critical with a high stimulation level during basic skills training. This is also a window to teach basic principles of play and establish training ethic and discipline. Repetitions are important to develop technical excellence, but creating a fun and challenging environment is still essential to stimulate learning.

DELIVERY MODELS

Learn to Train On Field Component can be delivered on a weekend or weeknight all year round.



SOCCER FOR LIFE WORKSHOP

U14+ Female U14+ Male	4 Hours	\$25 Per Coach + LF Expenses	Minimum 12 Coaches	16 Years of Age Minimum
--------------------------	---------	---------------------------------	-----------------------	----------------------------

S4L is for coaches working with any age female and male players 14 years of age and older.

At any stage in the LTPD framework, regardless of their level of ability, players may decide to play recreational soccer and continue to enjoy the game and maintain lifelong wellness. They might be youth players who decide not to pursue high performance, or they might be top players from senior clubs, colleges, universities, and semi-professional teams who enjoy competition but do not intend to play at the international level. They might also be newcomers to the game who discover an interest in soccer in late adolescence or adult life.

DELIVERY MODELS

Soccer for Life On Field Component can be delivered on a weekend or weeknight all year round.



COACHING REQUIREMENTS

Soccer in Alberta has been broken down into three basic levels of play:

COMMUNITY	COMPETITIVE	PERFORMANCE
<ul style="list-style-type: none"> Community Soccer Tier 3 and under 	<ul style="list-style-type: none"> Youth and Senior Tier 1 and Tier 2 U13 and up 	<ul style="list-style-type: none"> Standards Based League CSA REX Centers/RPC Professional Academies Youth National Teams

The new National Coaching Certification Program of Canada (NCCP) was rolled out in January 2012. Please see the charts below for coaching requirements for Community and Competitive Coaches. For High Performance coaching requirements please see our Licensing Stream documentation available on the Alberta Soccer website.

	Stage	Age	Requirement
Community Coaches	Active Start	U4-U6	Active Start Coach Workshop
	Fundamentals	U8	Fundamentals Workshop
	Learn to Train	U10-U12	Learn to Train Trained Coach
	Soccer for Life	U13+	Soccer 4 Life Workshop

	Stage	Age	Requirement
Competitive Coaches	Learn to Train	U10-U12	Learn to Train Trained Coach
	Soccer for Life	U13+ Tier 2	Soccer 4 Life Trained Coach
	Soccer for Life	U13+ Tier 1	Soccer 4 Life Trained Coach

APPENDIX A: HOSTING PROCESS DETAIL

1) REVIEW ALBERTA SOCCER COVID-19 DOCUMENT ON RETURN TO MODIFIED GAMES

- a. Ensure understanding of safety protocols requirements for events

2) PLAN

- a. Plan for a minimum of 6 weeks from the date of application to the date of your workshop.
- b. Do a scan and establish needs (i.e. # coaches who have completed the online component & in what workshop) and budget.
- c. Review the delivery models and timelines for each workshop factoring in time for breaks
- d. Plan a preferred date and an alternate date.
- e. Secure facilities that meet the workshop facility standards (See Terms and Conditions page)

3) ACTIVATE

- a. Go to www.albertasoccer.com
- b. Select COMMUNITY WORKSHOPS from the COACH menu then select the Hosting Workshops Button to access the online request form.
- c. If you have never hosted a workshop before please refer to the TERMS and CONDITIONS Section of this Hosting Document
- d. Inform participants of the following:
 - i. Be prepared to participate in field sessions – dress appropriately for field
 - ii. Bring a pen or pencil.
 - iii. Fluids and snacks are the participants' responsibility.
 - iv. Observe any Special Arrangement details i.e. COVID-19 Requirements
- e. Alberta Soccer activates by approving the clinic request.
- f. **Activation is dependent on the availability of a suitable Learning Facilitator (LF).**

4) REGISTRATION

- a. Hosts will receive a link to the registration form housed with the Coaches Association of Canada (CAC) in The Locker. Open activated workshops will be posted to the ASA website.
- b. Advertise and promote your workshop:
 - i) Your Technical Staff (if applicable) should guide coaches and recruit.
 - ii) Provide incentive for coaches (Example Reimbursement program, lunch, etc.
- c. Contact neighbouring clubs/organizations to promote and work together to service coaches.
- d. Coach's search and register via the online system – the Locker
 - iii) Existing users login to search and register.
 - iv) New users must complete an account set up to search and register.

- e. **Ensure that coaches understand they MUST pre-register for the workshop by the registration deadline. (there are no walk in registrations)**
- f. **Hosts will receive a weekly registration list update (Thursdays) leading up to their workshop and will receive a final registration list the Monday prior to the workshop taking place.**
- g. Community Stream Workshops On Field components have minimum and maximum numbers of participants (See Terms and Conditions page 13).

5) PREPARE

- a. Coordinate logistics and facilities with the LF.
- b. Organize equipment & facilities.
- c. Make special arrangements as required (Examples - Players?)

6) DELIVER

- a. Ensure facility is open.
- b. Field setup.
- c. Attend to any special arrangements as required - I.e. review COVID Safety protocols such as physical distancing

7) CLOSE

- a. The LF confirms attendance and completion.
- b. Alberta Soccer closes the workshop triggering data update in the Locker (NCCP database).
- c. Monthly payments and quarterly billing, which includes coach fee & learning facilitator meals/mileage
- d. Host cleans all the equipment.

APPENDIX B: TERMS AND CONDITIONS

1. APPLICATION AND ACTIVATION

- 1.1. Clinic requests are only accepted via our online form.
- 1.2. Districts must be in good standing with Alberta Soccer to request workshops.
- 1.3. Clubs must be in good standing with their District Association to request workshops.
- 1.4. Schools and/or Academies must be officially endorsed by Alberta Soccer to request workshops.
- 1.5. Approvals are on a first come first served basis and subject to:
 - 1.5.1. Application is complete
 - 1.5.2. COVID-19 Safety Protocols are in place
 - 1.5.3. Workshop timeline requirements are met
 - 1.5.4. Instructor availability
 - 1.5.5. Approved facility in place

2. CANCELLATIONS

- 2.1. **Participation Cancellations** will occur when minimum participation numbers cannot be met:
 - 2.1.1. **Cancellation decisions are made 5 business days in advance of the workshop start date.**
 - 2.1.2. Only system registration numbers can be used to determine workshop viability.
 - 2.1.3. Cancelled workshops cannot be rescheduled – The host organization will be required to resubmit a clinic request and prospective coaches will need to be notified of the new timings.
- 2.2. **Same-Day Cancellations:**
 - 2.2.1. If, COVID-19 Safety Protocols for events are not in place the event will be cancelled
 - 2.2.2. If, in the opinion of the Learning Facilitator there are too few participants to successfully run a quality workshop **and/or appropriate numbers of players is insufficient** the LF will cancel.
 - 2.2.3. In the event the facility is not open the Learning Facility will cancel.
 - 2.2.4. All fees associated, i.e., Facilitator fee, Facilitator mileage and meals, mailing charges for course materials and any administration fees will be invoiced to the district association. **The course host is responsible for costs incurred.**
 - 2.2.5. If, in the opinion of the Learning Facilitator the weather is dangerous the LF will cancel. In this situation the Host may reschedule to an alternate date – the host will not need to submit a new clinic request and billing will be deferred.

3. COSTS

AS	FUN	L2T	S4L
\$5 per person Minimum billing \$60	\$15 per person Minimum billing \$180	\$25 per person Minimum billing \$300	\$25 per person Minimum billing \$300

3.1 Alberta Soccer Fees include:

- 3.1.1 LF Honoraria
- 3.1.2 NCCP and ASA Database Fees
- 3.1.3 Online Workshop Resources access

3.2 The Host is responsible for all other overheads (i.e- Field costs & Learning Facilitator meals/mileage)





3.3 Alberta Soccer bills for all those in attendance (passes + fails)

3.4 Alberta Soccer invoices the District/Host Association quarterly

4. EQUIPMENT

4.1 The Host is responsible for coordinating and supplying basic field equipment, which has been properly cleaned, along with entrance and exit signs as well as hand sanitization stations

4.2 Field Equipment Requirements – **IMPORTANT: Players need to bring 2 pre-determined top colors. Pinnies are not to be used unless players bring their own & there is no sharing of pinnies/tops.**

<ul style="list-style-type: none"> • 1 per person • See workshop for size 	<ul style="list-style-type: none"> • 30 discs or cones 	<ul style="list-style-type: none"> • Portable Goals 	<ul style="list-style-type: none"> • Fully stocked First Aid Kit
Balls 	Cones 	Goals 	First Aid 

5. FACILITIES



5.1 Workshop requests without suitable facilities per these guidelines will not be approved.

5.2 Facilities must be pre-approved and entered into the Alberta Soccer facilities database.

5.3 Male and female washrooms must be available for use during the entire workshop.

5.4 Minimum Field Requirements-

5.4.1 Permits must be obtained for field facilities except in instances where green spaces are permissible.

5.4.2 See chart below for **minimum field requirements** by workshop –

Workshop	Outdoor Spaces	Indoor Spaces
AS	20m x 30m pitch or green space with standard sized U6 goals	15m x 25m gym with goals
FUN	20m x 30m pitch or green space minimum with standard size U8 goals	15m x 25m gym with goals
L2T	60m x 40m U10 mini field or 75m x 50m U12 mini field Fully lined pitch with goals and netting	55m x 30m gym or arena pitch Standard Futsal goals and netting
S4L	Standard 11 v 11 grass or turf pitch Fully lined pitch with goals and netting	55m x 30m gym or arena pitch Standard Futsal goals and netting

6. REGISTRATION

- 6.1. Coaches who wish to take the On Field component **MUST** have first completed the Online Classroom/Theory component of the workshop they wish to register for
- 6.2. Coaches are required to PRE-Register in the Locker and to pay any fees indicated prior to the workshop taking place. **Walk ins are not accepted.** If any walk ins appear they will be instructed to register for another event; if they choose to stay they will not will not be given credit for completing the workshop. **Important: Coaches should bring a mask – they will be physically distanced from the player cohort however they may come closer to other coaches.**
- 6.2. The Host is responsible for collecting any workshop fees (if any) from participants. The Facilitator will not collect money from individuals.
- 6.3 Learning Facilitators will take attendance and provide ASA with the final class list. This will be passed along to hosts for their files.
- 6.4 Ideal, Maximums, and Minimum participant numbers –

Workshop	Ideal	Maximum	Minimum Billing	Minimum Age
AS	12 – 20	24	12	16
FUN	12 – 20	24	12	16
L2T	16 – 20	24	12	16
S4L	16 – 20	24	12	16

- 6.5 Minimum participation exceptions are considered for isolated communities.
- 6.6 Players are a Host requirement. **Only established player COHORTS are to be used for the workshop.** See chart below for player requirement framework to plan your workshop.

# Players	Host Requirements
12 – 16	<ul style="list-style-type: none"> ▪ A Player COHORT will be required for 100% of field work ▪ Coordinate timings with your LF ▪ Players must be stage appropriate and suitable to the task of “Coaching Coaches” (E.G.) U10-U12 players for L2T ▪ ALL players must have a waiver on file with the district ▪ ALL players must check in & be pre-screened prior to participating
Players should not be younger than 8 years of age for Active Start or Fundamentals Workshop Delivery & MUST BE A PART OF THE COHORT	