**CALL FOR EXPRESSIONS OF INTEREST:**

**Licensing/Registration Committee Member at the Coaching Association of Canada**

**About the Coaching Association of Canada**

The Coaching Association of Canada (CAC) unites stakeholders and partners in its commitment to raising the skills and stature of coaches. Through its programs, the CAC empowers coaches with knowledge and skills, promotes ethical behaviours that protect the wellbeing of all sport participants, fosters positive attitudes, builds competence, and increases the credibility and recognition of coaches.  The CAC designation of Chartered Professional Coach (ChPC), and licensed Registered Coach, promotes the profession of coaching, the important role of coaches in the success and effectiveness of sport programs and the Responsible Coaching Movement.

**Role of the Licensing/Registration Committee Member (2 positions available)**

**Skills and Experience:** You have a proven track record as a leader and professional coach, as well as a good understanding of the requirements for being a Chartered Professional Coach (ChPC) or Registered Coach. Your extensive experience and network within the coaching community will enable you to bring an informed approach to the development and application of professional standards and processes.

**Term**: Beginning in September 2021, the Committee Member will serve a three-year term. The Committee member could be eligible to serve an additional three-year term at the discretion of the Chair.

**Time Commitment**: This role requires the ongoing review of new applicants and virtual monthly meetings, with additional periodic reviews and conference calls when necessary, such as prior to Major Games. The estimated commitment is approximately 4-5 hours per month, which is not evenly distributed across the year.

**General Characteristics of the Licensing/Registration Committee Members**

In addition to specific representational requirements, the selection of candidates will be based on desired characteristics such as:

* specific knowledge and skills related to the profession of coaching and the NCCP
* ability to work collaboratively with others and balance articulating their own opinions with listening to the opinions of others
* sound and ethical coaching background and practices;
* a record of organizational accomplishments and community service
* a Chartered Professional Coach (ChPC) or Registered coach in good standing with the Coaching Association of Canada
* a strong understanding of the role of the coach in the Canadian sport system
* an understanding of the Canadian sport system.

Refer to **Appendix A** for the composition and terms.

**Application Process**

Please provide a maximum 2-page profile, which includes the following:

* Name, address, daytime and evening phone numbers, email address, best contact time
* Reason for expression of interest, what you feel you can contribute to CAC
* Skills, education, certification, and experience related to the position
* Sport/community/business accomplishments
* A copy of your Curriculum Vitae
* A list of two references

Refer to **Appendix B** for the application form.

Applications to be submitted by email to:

Ranil Sonnadara, Chair

Professional Practices Committee

Email:  [hr@coach.ca](mailto:hr@coach.ca)

Please submit applications by **July 30, 2021 at 5 PM EST**. The Nominating Committee will review applications in August 2021 and present new members to the CAC Board of Directors for appointment in September 2021.

Any application not confirmed by the CAC as having been received will be deemed to not have been received.  Accordingly, please ensure you have clearly designated your email address on your nomination and received confirmation of receipt for the nomination you submit.

**Appendix A: Composition of the Licensing/Registration Committee**

Composition of Licensing/Registration Committee

The CAC Licensing/Registration Committee is comprised of 7 members as follows:

* 1 Chairperson
* Minimum of 3 and maximum of 6 additional members
* Maximum of 1 member with a Registered Coach Status
* All other members will be Chartered Professional Coaches (ChPC)
* 1 member of the Committee will be a Director from the CAC Board
* All members will be appointed by the CAC Board

Role of the License/Registration Committee

The Licensing/Registration Committee is a standing committee of the Coaching Association of Canada (CAC), with the following mandate:

Have the general responsibility to evaluate, admit, and readmit individuals as Registered Coaches or Chartered Professional Coaches (ChPCs). Have the general responsibility to maintain the professional practices of the profession and ensure that Registered Coaches and Chartered Professional Coaches (ChPCs) meet or exceed appropriate standards of ethical conduct and behaviour.

The Committee will perform the following key duties:

* Regularly review and update, as necessary, the *License/Registration Agreement*
* Prescribe screening techniques – including Criminal Record Checks – appropriate for the affiliation of Licensed/Registered Coaches
* Approve or reject submitted *Applications for Registration*or applications to be issued a license as a ChPC
* Determine and publish qualification standards necessary for coaches to be granted the trade-marked designation “Chartered Professional Coach” (ChPC)
* Specify continuing professional development requirements (if any) that must be satisfied by coaches in order to maintain affiliation with the CAC
* Recommend services and resources to the CAC Board that would support Registered and Chartered Professional coaches in the pursuit of their professional coaching activities

LRC Terms of Reference can be found at: <https://coach.ca/sites/default/files/2020-05/LRC-ToR-2019.pdf>

**APPENDIX B:  NOMINATION FORM**

This information will be used for the purpose of your consideration by the Nominating Committee and for contacting you regarding any meetings or information that is sent to you if you are selected.

Please return the application form, a copy of your résumé and two references.

**I.** **PERSONAL INFORMATION OF CANDIDATE**

**I. PERSONAL INFORMATION OF CANDIDATE**

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| --- | --- |
| Name | Click or tap here to enter text. |

|  |  |  |  |
| --- | --- | --- | --- |
| Address |  | Click or tap here to enter text. | Click or tap here to enter text. |
| (#) | (Street) | (Apartment) |

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| --- | --- | --- | --- |
|  | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
|  | (City) | (Province) | (Postal Code) |

|  |  |  |
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|  | Click or tap here to enter text. | Click or tap here to enter text. |
|  | (Tel) | (e-mail) |

The CAC is committed to diverse representation and to including voices that are reflective of society and of our sport community. We encourage candidates to indicate (**voluntarily**) on their application if they associate with a representative group. Consideration will also be made with respect to geographical location and both official languages.

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| --- | --- |
| Please check if you are a Francophone |  |
| Please check if you are an Anglophone |  |
| Please check if you are bilingual (English/French) |  |
| Please identify if you speak additional languages | Please specify (optional): Click or tap here to enter text. |
| Please check if you are an Indigenous person |  |
| Please identify gender | Please Specify (optional): Click or tap here to enter text. |
| Please check if you identify as a visible minority | Please specify (optional): Click or tap here to enter text. |
| Please check if you identify otherwise as a minority | Please specify (optional): Click or tap here to enter text. |

**II.** **SUMMARY OF EXPERIENCE**

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| **CAREER**  (List your 3 most recent positions of employment)   * Click or tap here to enter text. * Click or tap here to enter text. * Click or tap here to enter text. |
| **INVOLVEMENT IN SPORT COMMUNITY** (Provincial, National, International)  (List your 4 most significant contributions)   * Click or tap here to enter text. * Click or tap here to enter text. * Click or tap here to enter text. * Click or tap here to enter text. |
| **INVOLVEMENT IN COMMUNITY** (Municipal, Provincial, National)  (List your 4 most significant contributions)   * Click or tap here to enter text. * Click or tap here to enter text. * Click or tap here to enter text. * Click or tap here to enter text. * Click or tap here to enter text. |
| **BOARD EXPERIENCE, if applicable** (not-for-profit, for-profit, crown)   * Click or tap here to enter text. * Click or tap here to enter text. * Click or tap here to enter text. * Click or tap here to enter text. |
| **OTHER** (e.g. achievements/awards/previous involvement with the CAC)   * Click or tap here to enter text. * Click or tap here to enter text. * Click or tap here to enter text. * Click or tap here to enter text. |

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**III.** **EXPERTISE**

Please identify your area(s) of strength you would be able to bring to the CAC.

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| --- | --- | --- |
| *Please check the box(es) that apply, or leave blank, as applicable.* | Level of strength | |
|  | Leading/  Advanced | Good/  Developing |
| Sports – Coaching, Coach Developer |  |  |
| Senior Executive/Leadership Sports |  |  |
| Sports – Athlete (National / International) |  |  |
| Sports – Management |  |  |
| Human Resources |  |  |
| Communication & Stakeholder Relations |  |  |
| Risk Management, Oversight |  |  |
| International Sports or Business |  |  |
| Corporate Governance |  |  |
| Information Technology (digital/cyber) |  |  |
| National Sport Board Experience |  |  |
| Corporate Board Experience |  |  |
| Professional Accounting or Financial Designation |  |  |
| Legal |  |  |
| Innovation |  |  |
| Government Advocacy & Lobbying |  |  |
|  |  |  |

For each area marked above, please provide a brief description of your expertise.

Click or tap here to enter text.

Please identify areas of interest for personal / professional growth that are of interest.

Click or tap here to enter text.

**IV.** **STATEMENT OF INTEREST**

Please provide a brief statement below as to why you wish to run for the position, your prospective contribution to delivering on the CAC mission and Professional Coaching in Canada, along with your personal objectives should you be selected.

Click or tap here to enter text.

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