



2025 Rowing BC Coach Education and Development Taskforce Terms of Reference

Purpose

The Coach Education and Development Taskforce creates an opportunity for a team of existing coaches and leaders to be active in guiding the development and implementation of programs and initiatives in support of the education and development of rowing coaches in BC. Rowing BC's goal is to ensure that member organizations have access to a pool of qualified and educated rowing coaches of all levels, and that individuals in BC who wish to become rowing coaches or to improve their skills as coaches, have access to the training and development opportunities they require. The Coach Education and Development Taskforce has a responsibility to consider coach development for both able-bodied and para rowing.

Responsibilities and Reporting

The Coach Education and Development Taskforce will:

- Develop a Coach Education and Development workshop strategy for 2025/2026 that takes into account:
 - Standardized training available through the National Coach Certification Program (NCCP)/Rowing Canada Aviron (RCA)
 - Additional training and development opportunities that can be created and delivered by Rowing BC and/or other suitable facilitators which would strategically meet the needs expressed by member organizations
- Develop a strategy to create a larger pool of Certified Learning Facilitators and Evaluators for RCA Learn to Row Coach, RCA Coach and RCA Performance Coach workshops and evaluations
- Explore possibilities for the expansion of Rowing BC's existing coach mentorship opportunities and develop the necessary strategy for implementing these initiatives
- Recommend appropriate coaches for professional development opportunities, grants, and mentorship
- Provide insight as it relates to coach education and development that can be used in the formation of Rowing BC's 2026-2029 Strategic Plan
- Submit a report for inclusion in the 2025 Rowing BC AGM Package and Annual Report

The Coach Education and Development Taskforce is supported by two Rowing BC Staff such that the taskforce is expected to give their time and ideas primarily during scheduled meetings, while most action items will be addressed by staff. Taskforce members may additionally be involved in workshop delivery or coach evaluations if they are certified to do so.

Composition and Terms

The Coach Education and Development Taskforce shall consist of between 5-7 individuals including:

- Rowing BC Staff (2) including:
 - Director, Membership and Community Development (Chair)
 - Director, Performance
- Coaching Representatives (3-5) which must include:
 - At least one individual with para coaching experience
 - At least one Certified RCA Learn to Row Coach Learning Facilitator
 - At least one Certified RCA Learn to Row Coach Evaluator
 - At least one Certified RCA Coach Learning Facilitator
 - At least one Certified RCA Coach Evaluator
 - At least one Certified RCA Performance Coach Evaluator

Each of the Coaching Representatives will be appointed by the Chair, with the approval of the Executive Director. All Coaching Representatives must be active rowing coaches with a current NCCP certification in rowing.

Members will be appointed on an annual basis. The terms for this Taskforce are in effect until the end of Rowing BC's current fiscal year (March 31, 2026).

Meetings

The Coach Education and Development Taskforce will meet at agreed-upon times as arranged by the Chair. The frequency of meetings will be no more than once every two months. Meetings will be held online via Zoom.

Authority

The Coach Education and Development Taskforce is authorized by the Rowing BC Board of Directors to conduct their business in accordance with these Terms of Reference. These Terms of Reference may be reviewed by the Board at any time and, when appropriate, revised to accord with the changing requirements of Rowing BC.

Budget

Rowing BC will support the Coach Education and Development Taskforce with the means to hold the necessary meetings as determined by the Chairperson. Rowing BC recognizes that some recommendations may require further budgeting considerations to implement. These will be approved through the Executive Director before implementation.

Staff Support

Director, Membership and Community Development
Director, Performance