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**West Carleton Skating Club**

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| **Policy:** | **Coaches’ Code of Conduct** |
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| **Revised:** | **June 26, 2016** |
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**Rule 2401 ‐ Skate Canada Professional Coach Defined:** A Skate Canada Professional Coach is defined as a person who teaches figure skating or skating as a profession and meets the criteria to teach as determined in Rule 2402 and other provisions from time to time by the Skate Canada Board of Directors, and is a member of Skate Canada.

This job description is a brief statement of responsibilities of a West Carleton Skating Club (WCSC) Coach. Additional responsibilities may be assigned to meet the needs of the WCSC.

Roles and Responsibilities of the WCSC Coach:

* To abide by the Skate Canada Coaches Code of Ethics and maintain up‐to‐date membership with Skate Canada as a Professional Coach.
* To be an "expert" in coaching and figure skating.
* To identify and address potential moral or ethical issues.
* To be competent at guiding parents, preparing skaters, and club board members in skating and coaching related matters.
* To be clear, respectful and honest when communicating to skaters, parents and executive members.
* To communicate figure skating skills instructions and make coaching decisions effectively.
* To work with our team of coaches and resource personnel to ensure that the skater receives the best training possible.
* To assume leadership roles for other coaches when asked or needed.
* To communicate clearly goals and objectives developed with your skaters, parents, and executive members prior to the skating session debut.
* To be up‐to‐date with Skate Canada rules and rule amendments at all times.
* To be responsible for upgrading your skills and knowledge in the sport of figure skating on a regular basis.
* To analyze, identify errors and provide constructive feedback to the skaters, and parents.
* To organize and implement a fun, safe and enjoyable environment to all skaters.
* To administrate first aid actions when needed.
* To accept additional responsibilities in a professional manner.
* To train, supervise, assess and evaluate Program Assistants.
* To organize and/or assist and attend parent information sessions.
* To provide advice on skating matters ‐ e.g. equipment, progression to other programs and future opportunities.