



Coaching Course Fee Reimbursement Policy

Policy – The Northumberland Aquatic Club (NORAC) is committed to supporting swimmers and coaches wanting to improve their coaching skills. This policy provides financial support to the swimmer and coach by reimbursing him or her for fees incurred for the National Coaching Certification Program (NCCP) Level 1, 2 and 3 Certified Status.

Eligibility:

- Successful completion of courses in:
 - Bronze Medallion
 - Bronze Cross
 - National Lifeguard Service
 - all other prerequisites needed for the applicable course.
- A commitment by the candidate to work as a coach for NORAC for a minimum of one year while enrolled in the course.

Swimmers' Responsibilities:

- Successfully complete all course requirements
- Submit proof of successful completion of all course requirements
- Submit proof of payment of course fees.

Board of Directors' Responsibilities:

- Budget for reimbursement of NCCP, Level 1, 2 and 3 Certified Status fees
- Reimburse the swimmer in full for the applicable fees incurred upon receipt of proof of completion of all certification requirements and payment of fees.
- Costs in addition to course fees (eg. course materials, meals, travel) will not be reimbursed for Level 1, but may be reimbursed for Level 2 and 3 certification on a case-by-case basis.

Head Coach's Responsibilities:

- Inform swimmers of the NCCP, Level 1, 2 and 3 Certified Status courses and encourage participation
- Identify swimmers who would be appropriate to enrol in a course
- Provide opportunities within the club in support of a coach when completing the requirements such as facilitating the final evaluation to achieve the NCCP certification.