



Trainer Assessor Pack

- Application for Sep '23 onboarding for Training & Assessing for the new SE Surf Instructor Award -

Introduction

During early 2023 a pilot group of experienced senior coaches with a background in training and mentoring who had shown serious interest in our new award project were invited to apply to become Surfing England Trainer Assessors (TA). This group of TAs formed our pilot cohort, who went on to successfully certify the first cohort of new instructors under our new system. They also helped us to fine tune and develop our processes, from instructor to training, to training and onboarding of TAs, as well as feeding back into the award content, and standardisation in judgments within assessments. TAs working with Surfing England are individually and are collectively responsible for the high standards of training and assessment of surf coaching candidates as we roll out our new coaching awards. There is a pathway planned and potential for successful TAs to further broaden their scope of work with us.

The Trainer Assessor role is pivotal in our collective ability to consistently produce high quality instructors ready to play their part in our sport and industry. We want to further this team of motivated, passionate and experienced Head coaches /Centre managers now Trainer Assessors to create a nationwide network of TAs working together to share best practice and continuously improve the offer for new coaches.

The new Surfing England Instructor (recreation) award went live early May and has seen successful candidates roll through and into employment with great feedback. It is going down extremely well with Trainer Assessors, their surf schools/owners/managers/head coaches, and also most importantly with the trainees & their surfing customers – always at the heart and core of the purpose of what we are doing <https://www.surfingengland.org/english-surf-coach/>

Please familiarise yourself with the structure presented thoroughly. It consists of a new online training element plus practical training and assessment.

A planned single day Trainer Assessor training & onboarding day for successful applicants will be held on 7th September 2023 at The Wave Bristol Timings TBC

The Surfing England Coaching Vision

The 2021 Review of Surfing Coaching and detailed consultation with the industry helped us to craft a vision for surf coaching that opens up far more opportunities for coaches, allowing them to progress and diversify within surf coaching, as well as empowering our surf schools and head coaches to be able to play more active roles in the development of new qualifications and training of coaches.

See appendix one for an overview of the coaching vision. The backbone of the coaching framework will be three qualifications:

- Surf Instructor (Recreation)
- Surf Coach (Progression)
- Surf Coach (Performance)

The instructor award will take a blended learning approach, with a digital component (online learning) followed by a practical training, mentoring and assessment on the beach overseen and delivered by our Trainer Assessors.

The Instructor Award

Designed as an equivalent award to existing level one surf qualifications the award is modern and progressive, utilises a mix of teaching styles, brings in new elements in important areas like equality and inclusion and targets the key skills needed to create good surf coaches. The system in which this award sits will be open, transparent, and accountable with the funds raised through the award delivery going back into surfing and back into surf coaching.

Online training largely replaces the traditional classroom setting for theory and is designed so that new coaches can engage with it at their own pace, from wherever they are based and accommodating other responsibilities they may be juggling. There will also be an option for a limited number of surf schools to also deliver the digital content in a traditional classroom setting.

The online training is hosted by Accelerate Sport with partner eCoach <https://accelerate.sport/>. Already working with several major sports, their expertise is to ensure our content is delivered in the most engaging way possible, with appropriate gateways through the content to ensure that learners are tested and that they reach a set standard before moving on.

Once a candidate has completed their online theory training & assessment tasks and questions successfully <https://surfingengland.accelerate.sport/courses/surf-instructor-recreation-award/> they will be eligible to begin the practical mentoring, training and assessment. This was previously known as the 20hrs work experience and we are moving from timed work experience to a competency-based assessment. It's not the amount of time spent that is important, but the quality of that time and the learning outcomes.

We will be implementing some significant changes:

- Only registered Surfing England Trainer Assessors will be able to train and assess
- Training and assessment can only happen at Surfing England accredited schools
- Assessment will be competency based, and will be pass or fail
- Trainer Assessor standards and ongoing training will be mandatory
- Feedback and quality assurance loops will be introduced
- Trainer Assessors will be paid, and will have personal responsibility for signing off instructors

On completion, the Trainer Assessor will need to upload final practical assessment data and sign-off each trainee on our portal.

The Award modules (*digital - can also be viewed here*)

<https://surfingengland.accelerate.sport/courses/surf-instructor-recreation-award/>

Module 1: **Introduction**; Role, Code of Ethics, Teaching & Learning and more

Module 2: **Inclusive coaching**; What it means, barriers to surfing, teaching methods and more

Module 3: **Safe Surfing and your coaching Duty of Care**; Laws and regulations and more

Module 4: **Venue Analysis**; Assessing risk, environmental conditions, beach users

Module 5: **Understanding, using and explaining types equipment to learners**

Module 6: **Lesson Planning and delivery**; Of instructor activity with surfer learning & skill capability

Module 7: **Coaching styles and top tips**; Variety of techniques

Module 8: **Surfing Progression**; Beginner to Intermediate and beyond, & the revamped Surfing England Junior Surf Scheme 'Grom Squad'.

The Practical Training and Assessment (*on the beach*)

The combination of formative and summative assessment allows for scoring candidates' performance with the intention of raising standards and inspiring excellence. Feedback across all components of lessons (TA to trainee) and reflection and action points (trainee) is crucial.

The sections in the end of course assessment are:

- Overall safety
- Communication skills
- Lesson plan and adapting for individual's needs within a group
- Instructing skills
- Equipment management
- Personal surfing skills *

*Any disabled person wishing to become an instructor but who cannot safely demonstrate the physical requisite skills can still fulfil competency, by demonstrating their verbal skills to explain techniques, knowledge to the clients, and work with a colleague in support. If successful they can gain the Award and become a Supported Surf Instructor. This allows them to instruct in the presence of a certified beach lifeguard (The ratio requirements would change i.e. from 1-8 to 2-8.)

A note on content development

Last year we recruited a technical panel of expert and experienced coaches. This panel has given input and critique at every stage across every aspect of this new training, from conception to realisation. We want our content to be peer reviewed, well scrutinised and recognised for being technically excellent. We want the online training to give the trainees the best possible theoretical experience prior to being trained and mentored in person in the surf school setting. We want the trainees to experience a consistently high standard and depth of provision while developing their skills to become certified.

Trainer Assessor training day & onboarding

All new Trainer Assessors need to go through a training programme, starting with a one-day workshop. Our first workshop will be a pilot with a group of trusted and experienced coaches where we will be testing the content we have developed and incorporating their feedback into the training process. There needs to be consistency of delivery across the Trainer Assessors, with trainees assured they will get the same level of high-quality training and introduction to surf coaching wherever they undertake their qualifications.

The 2023 workshop for successful applicants will take place the X September will include:

- Surfing England Coaching Vision
- Coach training and assessment structure
- Full breakdown of the Instructor Award
- The role and responsibility of the Trainer Assessor
- Competency and assessment
- Systems and processes

If you have leading female coaches in your teams, we encourage you to share this opportunity with them. Likely we would need to limit any new onboarding of Trainer Assessors to 1 TA per school. For the day it is important to note the value of dialogue and input - Note we will still be in the first year of the new live award so there will need for further dialogue during 2023 individually and a review together. We will also importantly seek feedback from the trainee instructors.

Contractual and Commercial Arrangements

The commercial arrangements may be subject to change. Through these first and second phases of roll out we will continue to gain better understanding of costs and where value sits. We want a balanced model that enables Trainer Assessors to be fairly paid, the award costs to be covered and for Surfing England to generate an income that can be reinvested into creating the rest of the coaching vision.

We're committed to being a transparent, open and honest organisation. In that spirit our breakdown of the commercial position is:

1 x Candidate Course fee: £300

Breakdown of how that income is spent (per candidate)

Payment to the Trainer Assessor £100 per candidate

Paid once the Trainer Assessor has completed their training and assessment of the instructor (regardless of pass or fail) is logged with Surfing England. Payments likely to be monthly.

Course costs and overheads £100

To cover platform fee, stripe fees, hosting, course development costs

Surfing England £100

Fully not for profit, every penny back into English Surfing, with a commitment that income from coaching is reinvesting into development of further coaching awards, training and quals.

A note on VAT. Under the exemption for sporting and physical education services our position is that no VAT will be charged where it is an individual purchasing the course. Further advice is being sought as there may be implications where a business wishes to purchase multiple course entries which would incur VAT.

NB. Surf Schools that have the appropriate facilities and wish to run the online learning as a classroom workshop preparation for trainees will receive a higher payment of £150 per candidate, to balance the reduced digital costs (platform and transaction fees) and the higher time input needed from the trainer assessor. We expect this to require 2 full days, to a maximum of 8 trainees, and a 'must run' for a minimum of 4 trainees wishing to start. Further training and content is being developed ongoing to support classroom delivery. We expect this take up to be in the minority compared with the online learning preparation.

Contract Terms

Trainer Assessors will be contacted on a three-year term. At the end of the term the contract will be reviewed against trainer assessor's performance – Are they actively training and assessing new coaches? What has the trainee feedback been over the term? Have they attended the annual trainer assessor workshops? etc.

Trainer Assessors performing well and delivering quality output are likely to renew for further terms, with no limit on the number of potential terms as long as performance remains high and there are no extenuating external factors. Trainer Assessors not performing to standard won't be renewed.

The Trainer Assessor award is tied to the Surf School out of which the Trainer Assessor operates. This will help Surfing England to ensure an appropriate spread of Trainer Assessors, support our quality assurance ambitions and support the requirement for Surf Schools to meet and exceed our accreditation standards where new coaches are trained. This means if a Trainer Assessor moves school, they will need to reapply to Surfing England with details of their new school.

Delivery Locations

Trainer Assessors will only be able to operate from Surfing England accredited surf schools that meet all accreditation requirements and have no outstanding or unresolved actions following accreditation. Any surf school 'on notice' will be stripped of their ability to host Trainer Assessors.

Surfing England aim to have a spread of Trainer Assessors across the country reflecting local demand for surf coach training. For busy locations, this may mean multiple schools are able to host Trainer Assessors.

Further reading

Link to Inclusive coaching [UK coaching unconscious bias](#)

Link to [SE Coaching review](#)

Link to [Coaching others to coach: Session 1: 4 - OpenLearn - Open University`](#)

Appendix 1. Surfing England Coaching Vision on next and final page

Appendix 1. Surfing England Coaching Vision summary

