

OCCUPATIONAL QUALIFICATION STANDARDS

Assistant Coach, Level 3

Occupational qualification standards are documents that describe the work, a set of skills, knowledge and attitudes or competency requirements for successful performance of the work.

Occupational qualification standard of Assistant Coach, level 3 is the basis for the compilation of training programs and educational programs meeting the demands of the labor market and for assessment of the competency of persons.

Occupational title	Estonian Qualifications Framework (EQF) level
<i>Assistant Coach, Level 3</i>	3
Possible specializations and titles on the occupational qualification certificate	
Specialization	Title on the occupational qualification certificate
Canoeing	Assistant Coach, Level 3 canoeing
Aerobics and group trainings	Assistant Coach, Level 3 aerobics and group trainings
Aikido	Assistant Coach, Level 3 aikido
Underwater sports	Assistant Coach, Level 3 underwater sports
American football	Assistant Coach, Level 3 American football
Crossbow shooting	Assistant Coach, Level 3 crossbow shooting
Model car making	Assistant Coach, Level 3 car model sports
Motorsport	Assistant Coach, Level 3 motorsport
<i>Capoeira</i>	Assistant Coach, Level 3 <i>capoeira</i>
<i>Curling</i>	Assistant Coach, Level 3 <i>curling</i>
Golf	Assistant Coach, Level 3 golf
Hapkido	Assistant Coach, Level 3 hapkido
<i>Iaido</i>	Assistant Coach, Level 3 <i>iaido</i>
<i>Indiaca</i>	Assistant Coach, Level 3 <i>indiaca</i>
Football	Assistant Coach, Level 3 football

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Cycle racing	Assistant Coach, Level 3 cycle racing
Judo	Assistant Coach, Level 3 judo
Ju-jutsu	Assistant Coach, Level 3 ju-jutsu
Powerlifting	Assistant Coach, Level 3 powerlifting
Ice hockey	Assistant Coach, Level 3 ice hockey
Bandy	Assistant Coach, Level 3 bandy
Checkers	Assistant Coach, Level 3 checkers
Karate	Assistant Coach, Level 3 karate
Sledding	Assistant Coach, Level 3 sledding
Nordic Walking	Assistant Coach, Level 3 nordic walking
Athletics	Assistant Coach, Level 3 athletics
<i>Kickboxing</i>	Assistant Coach, Level 3 <i>kickboxing</i>
<i>Kobudo</i>	Assistant Coach, Level 3 <i>kobudo</i>
Novuss	Assistant Coach, Level 3 novuss
Basketball	Assistant Coach, Level 3 basketball
Cricket	Assistant Coach, Level 3 cricket
<i>Kudo</i>	Assistant Coach, Level 3 <i>kudo</i>
Synchronized swimming	Assistant Coach, Level 3 synchronized swimming
Bodybuilding and fitness	Assistant Coach, Level 3 bodybuilding and fitness
Skittles	Assistant Coach, Level 3 skittles
Handball	Assistant Coach, Level 3 handball
Ship model making	Assistant Coach, Level 3 ship model making
Biathlon	Assistant Coach, Level 3 biathlon
Shooting	Assistant Coach, Level 3 shooting

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Table tennis		Assistant Coach, Level 3 table tennis
Air Sports		Assistant Coach, Level 3 air sports
Recreational sport		Assistant Coach, Level 3 recreational sports
Wrestling		Assistant Coach, Level 3 wrestling
Field Hockey		Assistant Coach, Level 3 field hockey
Chess		Assistant Coach, Level 3 chess
Hiking Sports	alpinism	Assistant Coach, Level 3 hiking sport alpinism
	hiking	Assistant Coach, Level 3 hiking sport hiking
	biking	Assistant Coach, Level 3 hiking sport biking
	mountain hiking	Assistant Coach, Level 3 hiking sport mountain hiking
	Water rafting	Assistant Coach, Level 3 hiking sport water rafting
Modern pentathlon		Assistant Coach, Level 3 modern pentathlon
Motorcycle sport		Assistant Coach, Level 3 motosport
Orienteering		Assistant Coach, Level 3 orienteering
Petanque		Assistant Coach, Level 3 petanque
Baseball		Assistant Coach, Level 3 baseball
Billiards		Assistant Coach, Level 3 billiards
Boxing		Assistant Coach, Level 3 boxing
Sailing		Assistant Coach, Level 3 sailing
Radio Sport		Assistant Coach, Level 3 radio sport
Rugby		Assistant Coach, Level 3 rugby
Horseback Riding		Assistant Coach, Level 3

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		horseback riding
Rollerblading		Assistant Coach, Level 3 rollerblading
Floorball		Assistant Coach, Level 3 floorball
Sambo		Assistant Coach, Level 3 sambo
<i>Sport chanbara</i>		Assistant Coach, Level 3 <i>sport chanbara</i>
<i>Squash</i>		Assistant Coach, Level 3 <i>squash</i>
Badminton		Assistant Coach, Level 3 badminton
Sumo		Assistant Coach, Level 3 sumo
Skiing	cross country skiing	Assistant Coach, Level 3 skiing cross country skiing
	Alpine skiing	Assistant Coach, Level 3 skiing Alpine skiing
	snowboarding	Assistant Coach, Level 3 skiing snowboarding
	biathlon and ski jumping	Assistant Coach, Level 3 skiing biathlon and ski jumping
Rowing		Assistant Coach, Level 3 rowing
<i>Taekwon-do ITF</i>		Assistant Coach, Level 3 <i>taekwon-do ITF</i>
<i>Taekwondo WTF</i>		Assistant Coach, Level 3 <i>taekwondo WTF</i>
Muay Thai		Assistant Coach, Level 3 muay Thai
Tennis		Assistant Coach, Level 3 tennis
Triathlon		Assistant Coach, Level 3 triathlon
Tournament bridge		Assistant Coach, Level 3 tournament bridge
Weight Lifting		Assistant Coach, Level 3 Weight lifting
Skating	figure skating	Assistant Coach, Level 3 skating figure skating
	speed skating	Assistant Coach, Level 3 skating

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		speed skating
Swimming		Assistant Coach, Level 3 swimming
Powerboating		Assistant Coach, Level 3 powerboating
Water polo		Assistant Coach, Level 3 water polo
Bowling	<i>Bowling</i>	Assistant Coach, Level 3 bowling <i>Bowling</i>
	ninepin bowling	Assistant Coach, Level 3 bowling ninepin bowling
Fencing		Assistant Coach, Level 3 fencing
Water Aerobics		Assistant Coach, Level 3 water aerobics
Diving		Assistant Coach, Level 3 diving
Archery		Assistant Coach, Level 3 archery
Gymnastics		Assistant Coach, Level 3 gymnastics
Dancing		Assistant Coach, Level 3 dancing
Volley ball		Assistant Coach, Level 3 volley ball
<i>Wu-shu</i>		Assistant Coach, Level 3 <i>wu-shu</i>
<i>Disc Golf</i>		Assistant Coach, Level 3 disc golf

Part A

DESCRIPTION OF WORK

A.1 Description of work
<p>The coach is an exercise and sports specialist who, by way of formation of behavior habits and physical and mental exercises, manages achievement of athletic goals that support human health. The task of a coach is the comprehensive, effective and safe development of athletic and physical abilities.</p> <p>The coach works independently, as a member or a leader of the team, involving various specialists. Coaching requires a sense of responsibility, creativity, need for achievement, accuracy and honesty. Periodic efficient upgrading of knowledge and skills supporting the coaching and the transfer of experiences and knowledge to colleagues are important. Also important is the ability to influence trainees with personal examples. The coach shall follow the Code of Conduct of Coaches (see Part C of Annex 1).</p> <p>ASSISTANT COACH, Level 3 performs tasks in varied situations. Has acquired professional skills and knowledge mainly by way of professional learning. May need guidance in the work. Is responsible for the performance of their duties.</p>
A.2 Work units
<p>Specialization takes place in accordance with the selected area of sports, and all of the work units are related to the specialization.</p>
A.2 WORK UNITS
<p>A.2.1 Carrying out the educational-training process:</p> <ol style="list-style-type: none"> 1) development of physical capabilities; 2) development of the sport-specific skills; 3) the development of social skills and teaching of the culture of the sport; 4) use of regeneration tools; 5) recommendation and use of sports equipment and fitness equipment;
WORK UNITS RELATED TO SPECIALISATION
<p>Specialization takes place depending on the specifics of the sport, the equipment used in the sport and the environment of practicing the sport. Due to the specificity of the sport, the body awarding the occupational qualification is entitled to impose special requirements.</p> <p>Specialization is directly related to the work units described in the occupational qualification standard.</p>
A.3 Working environment and the specificity of the work
<p>Coaching requires a willingness to work regardless of the season, both indoors and outdoors, in the evenings and on weekends, away from home (training camps, competitions, trainings, etc.)</p>
A.4 Work equipment
<p>Uses the equipment necessary in the training process in accordance with the sports area.</p>
A.5 Personal characteristics necessary for the work: aptitude and personality traits
<ol style="list-style-type: none"> 1) tolerance to tension and stress; 2) interpersonal skills; 3) need for achievement; 4) sense of responsibility; 5) integrity; 6) consistency; 7) accuracy; 8) flexibility, adaptability; 9) kindness, empathy;



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10) emotional stability; 11) ability to motivate.
A.6 Professional training
An assistant Coach is at least 18 years old, preferably with secondary education and with experience in practicing the sport and has passed the required training. Prerequisites for application for the occupational qualification have been indicated in the procedure of awarding the occupational qualification.
A.7 The most common job titles
Coach
A.8 Regulations for operating in the occupational qualification
The Sports Act governs work as a coach.

Part B

COMPETENCY REQUIREMENTS

B.1. Structure of the occupational qualification

When applying for the occupational qualification of **Assistant Coach, Level 3** certification is required of all the competencies.

Within the occupational qualification, specialization takes place in the sport indicated in this Occupational Qualification Standard, the assessment of competencies takes place according to the specialization.

B.2 Competencies

MANDATORY COMPETENCIES

B.2.1 Carrying out the educational-training process:	ECT Level 3
<u>Performance indicators</u> <ol style="list-style-type: none"> 1) uses in training the necessary basic exercises in accordance with the sports area; 2) uses the correct terminology in development and guidance of the capabilities of the trainees; 3) demonstrates in a variety of ways the more significant principal technical elements of the sport; 4) uses instructional materials and teaching aids when teaching techniques; 5) teaches the trainees behavioral and sporting rules; 6) introduces the sport to the trainees; 7) supports the social and material readiness at competitions; 8) performs measurement under the guidance; 9) implements in his or her work general regeneration principles; 10) ensures general maintenance of sports equipment and supervises trainees in their care. 	
<u>Knowledge:</u> <ol style="list-style-type: none"> 1) basic exercises of the sport; 2) principle terminology of the sport; 3) principle elements of the sport; 4) culture of the sport; 5) principles of training; 6) safety and first aid. 	
<u>Assessment method(s):</u> written test and an exam of practical skills.	

TRANSVERSAL COMPETENCIES

B.2.2 Assistant Coach, level 3, transversal competency	ECT Level 3
<u>Performance indicators</u> <ol style="list-style-type: none"> 1) ensures the safety of the trainees and the surrounding people and environment in the training process (including competitions, camps); 2) assesses the situation of those in need, giving first aid and/or calls for assistance; 3) uses the correct professional terminology; 4) use appropriate methods of communication, creates a positive social environment and behaves in accordance with good communication practices; 5) directs the hygiene habits of the trainees; 6) promotes and follows the principles of fair play and the good practice recognized in coaching and the professional ethics of a coach; 	



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| 7) using the information and communication technologies relevant to his or her duties;
8) constantly improves his or her professional knowledge and practical skills;
9) uses in his or her work official language at level B1 (see Annex 2). |
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Knowledge:

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| 1) area related laws and regulations;
2) communication and team work;
3) principles of athletic training;
4) safety and first aid. |
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Assessment method(s):

Transversal competencies are assessed in integration with the assessment of all other competencies provided in the occupational qualification standard.

Part C

GENERAL INFORMATION AND ANNEXES

C.1 Information for the preparation and approval of the occupational standards, the awarding body, and a reference to the location of the occupational standard in the classifications	
The marking of the occupational standard in the occupational qualification register	19-20112014-3.1/13k
Occupational qualification standard prepared by:	Priit ilver, Audentes Sports Gymnasium Üllar Kerde, Estonian Basketball Association Janek Küppar, Tallinn City Sports and Youth Department Kadri Liivak, Estonian Gymnastics Association Aldur Partasjuk, Sports Club Reval-Sport Erich Petrovits, Jõhvi Sports Center Kristjan Port, Tallinn University Aavo Põhjala, Estonian Judo Association Jaak Salumets, Estonian Association of Coaches Toomas Tõnise, Estonian Olympic Committee Priit Vene, Estonian Olympic Committee
Occupational qualification standard approved by	Professional Council of Culture
Professional Council Decision No.	22
Date of Professional Council Decision.	20.11.2014
Occupational standard valid until (date)	19.11.2018
Occupational standard version number	13
Reference to the Classification of Occupations (ISCO 08)	3422 Coaches, referees and sports officials
Reference to the European Qualifications Framework (EQF)	3
C.2 Occupational title in a foreign language	
English	<i>assistant coach</i>
Russian	<i>помощник тренера</i>
C.3 Annexes	
Annex 1: Code of Ethics of Coaches	
Annex 2 Language skill level and descriptions	