

OCCUPATIONAL QUALIFICATION STANDARDS

Junior Coach, Level 4

The 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 Junior Coach, level 4 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>Junior Coach, Level 4</i>		4
Possible specializations and titles on the occupational qualification certificate		
Specialization	Title on the occupational qualification certificate	
Canoeing	Junior Coach, Level 4 canoeing	
Aerobics and group trainings	Junior Coach, Level 4 aerobics and group trainings	
Aikido	Junior Coach, Level 4 aikido	
Underwater sports	Junior Coach, Level 4 underwater sports	
American football	Junior Coach, Level 4 American football	
Crossbow shooting	Junior Coach, Level 4 crossbow shooting	
Model car making	Junior Coach, Level 4 car model sport	
Motorsport	Junior Coach, Level 4 motorsport	
Capoeira	Junior Coach, Level 4 capoeira	
Curling	Junior Coach, Level 4 curling	
Golf	Junior Coach, Level 4 golf	
Hapkido	Junior Coach, Level 4 hapkido	
Iaido	Junior Coach, Level 4 iaido	
Indiaca	Junior Coach, Level 4 indiaca	
Football	Junior Coach, Level 4 football	
Cycle racing	Junior Coach, Level 4 cycle racing	

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Judo	Junior Coach, Level 4 judo
Ju-jutsu	Junior Coach, Level 4 ju-jutsu
Powerlifting	Junior Coach, Level 4 powerlifting
Ice hockey	Junior Coach, Level 4 ice hockey
Bandy	Junior Coach, Level 4 bandy
Checkers	Junior Coach, Level 4 checkers
Karate	Junior Coach, Level 4 karate
Sledding	Junior Coach, Level 4 sledding
Nordic Walking	Junior Coach, Level 4 Nordic walking
Athletics	Junior Coach, Level 4 athletics
<i>Kickboxing</i>	Junior Coach, Level 4 <i>kickboxing</i>
<i>Kobudo</i>	Junior Coach, Level 4 <i>kobudo</i>
Novuss	Junior Coach, Level 4 novuss
Basketball	Junior Coach, Level 4 basketball
Cricket	Junior Coach, Level 4 cricket
<i>Kudo</i>	Junior Coach, Level 4 <i>kudo</i>
Synchronized swimming	Junior Coach, Level 4 synchronized swimming
Bodybuilding and fitness	Junior Coach, Level 4 bodybuilding and fitness
Skittles	Junior Coach, Level 4 skittles
Handball	Junior Coach, Level 4 handball
Ship model making	Junior Coach, Level 4 ship model making
Biathlon	Junior Coach, Level 4 biathlon
Shooting	Junior Coach, Level 4 shooting
Table tennis	Junior Coach, Level 4 table tennis

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Air Sports		Junior Coach, Level 4 air sports
Recreational sport		Junior Coach, Level 4 recreational sport
Wrestling		Junior Coach, Level 4 wrestling
Field Hockey		Junior Coach, Level 4 field hockey
Chess		Junior Coach, Level 4 chess
Hiking Sport	alpinism	Junior Coach, Level 4 hiking sport alpinism
	hiking	Junior Coach, Level 4 hiking sport hiking
	biking	Junior Coach, Level 4 hiking sport biking
	mountain hiking	Junior Coach, Level 4 hiking sport mountain hiking
	Water rafting	Junior Coach, Level 4 hiking sport water rafting
Modern pentathlon		Junior Coach, Level 4 modern pentathlon
Motorcycle sport		Junior Coach, Level 4 motosport
Orienteering		Junior Coach, Level 4 orienteering
Petanque		Junior Coach, Level 4 petanque
Baseball		Junior Coach, Level 4 baseball
Billiards		Junior Coach, Level 4 billiards
Boxing		Junior Coach, Level 4 boxing
Sailing		Junior Coach, Level 4 sailing
Radio Sport		Junior Coach, Level 4 radio sport
Rugby		Junior Coach, Level 4 rugby
Horseback Riding		Junior Coach, Level 4 horseback riding
Rollerblading		Junior Coach, Level 4

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		rollerblading
Floorball		Junior Coach, Level 4 floorball
Sambo		Junior Coach, Level 4 sambo
<i>Sport Chanbara</i>		Junior Coach, Level 4 <i>sport chanbara</i>
<i>Squash</i>		Junior Coach, Level 4 <i>squash</i>
Badminton		Junior Coach, Level 4 badminton
Sumo		Junior Coach, Level 4 sumo
Skiing	cross country skiing	Junior Coach, Level 4 skiing cross country skiing
	Alpine skiing	Junior Coach, Level 4 skiing Alpine skiing
	snowboarding	Junior Coach, Level 4 skiing snowboarding
	biathlon and ski jumping	Junior Coach, Level 4 skiing biathlon and ski jumping
Rowing		Junior Coach, Level 4 rowing
<i>Taekwon-do ITF</i>		Junior Coach, Level 4 <i>Taekwon-Do ITF</i>
<i>Taekwondo WTF</i>		Junior Coach, Level 4 <i>taekwondo WTF</i>
Muay Thai		Junior Coach, Level 4 muay Thai
Tennis		Junior Coach, Level 4 tennis
Triathlon		Junior Coach, Level 4 triathlon
Tournament bridge		Junior Coach, Level 4 tournament bridge
Lifting Sport		Junior Coach, Level 4 lifting sport
Skating	figure skating	Junior Coach, Level 4 skating figure skating
	speed skating	Junior Coach, Level 4 skating speed skating
Swimming		Junior Coach, Level 4

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		swimming
Powerboating		Junior Coach, Level 4 powerboating
Water polo		Junior Coach, Level 4 water polo
Bowling	Bowling	Junior Coach, Level 4 bowling Bowling
	ninepin bowling	Junior Coach, Level 4 bowling ninepin bowling
Fencing		Junior Coach, Level 4 fencing
Water Aerobics		Junior Coach, Level 4 water aerobics
Diving		Junior Coach, Level 4 diving
Archery		Junior Coach, Level 4 archery
Gymnastics		Junior Coach, Level 4 gymnastics
Dancing		Junior Coach, Level 4 dancing
Volleyball		Junior Coach, Level 4 volleyball
Wu-shu		Junior Coach, Level 4 wu-shu
Disc Golf		Junior 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 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 transfer of experiences and knowledge to colleagues. 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>JUNIOR COACH, Level 4 performs tasks in various situations. Has acquired professional skills and knowledge mainly by way of professional learning and practical coaching. Works mostly independently. 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 Organization and development of sports:</p> <ol style="list-style-type: none"> 1) choosing of the trainee or completion of a training group; 2) compilation of training plan; 3) the involvement of other professionals in the training process; <p>A.2.2 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; 6) coaching of the trainee at the competition; 7) direction of eating habits; 8) short term planning, measurement, preliminary analysis of the development of the trainee and providing feedback.
WORK UNITS RELATED TO THE SPECIALIZATION
<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 standards.</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 and 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;



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- 3) need for achievement;
- 4) sense of responsibility;
- 5) integrity;
- 6) consistency;
- 7) accuracy;
- 8) flexibility, adaptability;
- 9) kindness, empathy;
- 10) emotional stability;
- 11) ability to motivate.

A.6 Professional training

A junior coach has a secondary education, has completed the required training and has professional experience in accordance with the level.

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 govern work as a coach.

Part B COMPETENCY REQUIREMENTS

B.1. Structure of the occupational qualification

When applying for the occupational qualification of **Junior Coach, Level 4**, 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 Organization and development of sports

ECT Level 4

Performance indicators

- 1) selects the trainees, compiles the training group, obtaining help from the responsible coach, on the basis of age, gender and the chosen field of sports;
- 2) prepares the plan for the organization of trainings;
- 3) involves specialists (e.g., a masseur, psychologist, etc.), if necessary, seeks advice from a higher level coach;

Knowledge:

sporting action planning principles;

Assessment Method(s): written test and an exam of practical skills.

B.2.2 Carrying out of the educational-training process:

ECT Level 4

Performance indicators

- 1) draws up the plans for training cycles, based on a predetermined program;
- 2) conducts individual training cycles based on an existing plan;
- 3) uses exercise banks for development of physical capabilities according to the age and abilities;
- 4) demonstrates in a variety of ways and teaches the more significant principal technical elements of the sport;
- 5) creates solutions for teaching the techniques according to specific tasks in the training;
- 6) detects the most common technique errors of the trainees;
- 7) teaches the trainees the simpler tactics of the sport;
- 8) teaches the trainees the more significant rules of the sport;
- 9) links the teaching with historical examples;
- 10) supports the readiness of the physical capabilities of the trainees for competing (conducting of warm-up exercises, etc.);
- 11) measures the physical skills using external tools (test exercises, etc.);
- 12) supervises the trainee in typical situations (training-competition, tours);
- 13) implements in his or her work general regeneration principles;
- 14) recommends sports equipment and tools and supervises their use.

Knowledge:

- 1) basics of sports training;
- 2) basic exercise banks of the sport;
- 3) principle terminology of the sport;
- 4) principle elements of the sport;

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- 5) culture of the sport;
- 6) means of regeneration, physiotherapy, massage;
- 7) theories and methodologies of the development of physical abilities;
- 8) age and gender specific features;
- 9) safety and first aid.

Assessment method(s): written test and an exam of practical skills.

TRASVERSAL COMPETENCIES

B.2.3 Junior Coach, level 4, transversal competency

ECT Level 4

Performance indicators

- 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;
- 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 the official language at level B1 and one foreign language at level B1 (see Annex 2).

Knowledge:

- 1) area related laws and regulations;
- 2) communication and team work;
- 3) principles of athletic training;
- 4) safety and first aid;
- 5) organizational culture;
- 6) Sports pedagogy and psychology;
- 7) sports history, national and international sports organizations;

Assessment method(s):

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

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	
1. The marking of the occupational standard in the occupational qualification register	19-20112014-3.2/13k
2. 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
3. Occupational qualification standard approved by	Professional Council of Culture
4. Professional Council Decision No.	22
5. Date of Professional Council Decision.	20.11.2014
6. Occupational standard valid until (date)	19.11.2018
7. Occupational standard version number	13
8. Reference to the Classification of Occupations (ISCO 08)	3422 Coaches, referees and sports officials
9. Reference to the European Qualifications Framework (EQF)	4
C.2 Occupational title in a foreign language	
English <i>junior coach</i>	
Russian <i>младший тренер</i>	
C.3 Annexes	
Annex 1: Code of Ethics of Coaches	
Annex 2 Language skill levels descriptions	