

OCCUPATIONAL QUALIFICATION STANDARDS

Master Coach, Level 7

The Occupational Qualification Standards are documents that describe the work, set of skills, knowledge and attitudes or competency requirements for successful performance of the work.

Occupational qualification standard of Master Coach, level 7 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>Master Coach, Level 7</i>		7
Possible specializations and titles on the occupational qualification certificate		
Specialization	Title on the occupational qualification certificate	
Canoeing	Master Coach, Level 7 canoeing	
Aerobics and group trainings	Master Coach, Level 7 aerobics and group trainings	
Aikido	Master Coach, Level 7 aikido	
Underwater sports	Master Coach, Level 7 underwater sports	
American football	Master Coach, Level 7 American football	
Crossbow shooting	Master Coach, Level 7 crossbow shooting	
Model car making	Master Coach, Level 7 car model sport	
Motorsport	Master Coach, Level 7 motorsport	
<i>Capoeira</i>	Master Coach, Level 7 <i>capoeira</i>	
<i>Curling</i>	Master Coach, Level 7 <i>curling</i>	
Golf	Master Coach, Level 7 golf	
Hapkido	Master Coach, Level 7 hapkido	
<i>Iaido</i>	Master Coach, Level 7 <i>iaido</i>	
<i>Indiaca</i>	Master Coach, Level 7 <i>indiaca</i>	
Football	Master Coach, Level 7 football	
Cycle racing	Master Coach, Level 7 cycle racing	
Judo	Master Coach, Level 7	

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	judo
Ju-jutsu	Master Coach, Level 7 ju-jutsu
Powerlifting	Master Coach, Level 7 powerlifting
Ice hockey	Master Coach, Level 7 ice hockey
Bandy	Master Coach, Level 7 bandy
Checkers	Master Coach, Level 7 checkers
Karate	Master Coach, Level 7 karate
Sledding	Master Coach, Level 7 sledding
Nordic Walking	Master Coach, Level 7 Nordic walking
Athletics	Master Coach, Level 7 athletics
<i>Kickboxing</i>	Master Coach, Level 7 <i>kickboxing</i>
<i>Kobudo</i>	Master Coach, Level 7 <i>kobudo</i>
Novuss	Master Coach, Level 7 novuss
Basketball	Master Coach, Level 7 basketball
Cricket	Master Coach, Level 7 cricket
<i>Kudo</i>	Master Coach, Level 7 <i>kudo</i>
Synchronized swimming	Master Coach, Level 7 synchronized swimming
Bodybuilding and fitness	Master Coach, Level 7 bodybuilding and fitness
Skittles	Master Coach, Level 7 skittles
Handball	Master Coach, Level 7 handball
Ship model making	Master Coach, Level 7 ship model making
Biathlon	Master Coach, Level 7 biathlon
Shooting	Master Coach, Level 7 shooting
Table tennis	Master Coach, Level 7 table tennis
Air Sports	Master Coach, Level 7

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		air sports
Wrestling		Master Coach, Level 7 wrestling
Field Hockey		Master Coach, Level 7 field hockey
Chess		Master Coach, Level 7 chess
Hiking Sport	alpinism	Master Coach, Level 7 hiking sport alpinism
	hiking	Master Coach, Level 7 hiking sport hiking
	biking	Master Coach, Level 7 hiking sport biking
	mountain hiking	Master Coach, Level 7 hiking sport mountain hiking
	Water rafting	Master Coach, Level 7 hiking sport water rafting
Modern pentathlon		Master Coach, Level 7 modern pentathlon
Motorcycle sport		Master Coach, Level 7 motosport
Orienteering		Master Coach, Level 7 orienteering
Petanque		Master Coach, Level 7 petanque
Baseball		Master Coach, Level 7 baseball
Billiards		Master Coach, Level 7 billiards
Boxing		Master Coach, Level 7 boxing
Sailing		Master Coach, Level 7 sailing
Radio Sport		Master Coach, Level 7 radio sport
Rugby		Master Coach, Level 7 rugby
Horseback Riding		Master Coach, Level 7 horseback riding
Rollerblading		Master Coach, Level 7 rollerblading
Floorball		Master Coach, Level 7 floorball

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Sambo		Master Coach, Level 7 sambo
Personal service in the field of sports and physical activity		Master Coach, Level 7 Personal Coach
<i>Sport Chanbara</i>		Master Coach, Level 7 <i>sport chanbara</i>
<i>Squash</i>		Master Coach, Level 7 <i>squash</i>
Badminton		Master Coach, Level 7 badminton
Sumo		Master Coach, Level 7 sumo
Skiing	cross country skiing	Master Coach, Level 7 skiing cross country skiing
	Alpine skiing	Master Coach, Level 7 skiing Alpine skiing
	snowboarding	Master Coach, Level 7 skiing snowboarding
	biathlon and ski jumping	Master Coach, Level 7 skiing biathlon and ski jumping
Rowing		Master Coach, Level 7 rowing
<i>Taekwon-do ITF</i>		Master Coach, Level 7 <i>Taekwon-Do ITF</i>
<i>Taekwondo WTF</i>		Master Coach, Level 7 <i>taekwondo WTF</i>
Muay Thai		Master Coach, Level 7 muay Thai
Tennis		Master Coach, Level 7 tennis
Triathlon		Master Coach, Level 7 triathlon
Tournament bridge		Master Coach, Level 7 tournament bridge
Lifting Sport		Master Coach, Level 7 lifting sport
Skating	figure skating	Master Coach, Level 7 skating figure skating
	speed skating	Master Coach, Level 7 skating speed skating
Swimming		Master Coach, Level 7 swimming

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Powerboating		Master Coach, Level 7 powerboating
Water polo		Master Coach, Level 7 water polo
Bowling	<i>Bowling</i>	Master Coach, Level 7 bowling <i>Bowling</i>
	ninepin bowling	Master Coach, Level 7 bowling ninepin bowling
Fencing		Master Coach, Level 7 fencing
Water Aerobics		Master Coach, Level 7 water aerobics
Diving		Master Coach, Level 7 diving
Archery		Master Coach, Level 7 archery
Gymnastics		Master Coach, Level 7 gymnastics
Dancing		Master Coach, Level 7 dancing
Volleyball		Master Coach, Level 7 volleyball
<i>Wu-shu</i>		Master Coach, Level 7 <i>wu-shu</i>
<i>Disc Golf</i>		Master Coach, Level 7 <i>disc golf</i>

Part A DESCRIPTION OF WORK

A.1 Description of work

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 the comprehensive, effective and safe development of athletic and physical abilities.

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 the personal example. The coach shall follow the Code of Conduct of Coaches (see Part C of Annex 1).

MASTER COACH, Level 7, performs tasks that require analysis, systematization, further development and teaching in unpredictable situations and in situations requiring innovative approach and in the conditions of high level athletic competition or the specific requirements of health.

Mostly has acquired professional skills and knowledge in combination with higher professional formal education and vocational training and long-term continuous and effective coaching on the elite level. Is responsible for the transfer of expertise to interested parties. Creates new knowledge, develops methodologies of the sport and compiles teaching materials that contribute to the growth of mastery of the trainees. Is responsible for strategic planning and management of the comprehensive training process.

A.2 Work units

Specialization takes place in accordance with the selected area of sports, and all of the work units are related to specialization.

A.2.1 Organization and development of sports:

- 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;
- 4) coaching of other coaches;
- 5) taking into account of the special health related state of the trainee in the training process;
- 6) Training and development of methodological materials.

A.2.2 Carrying out of educational-training process:

- 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 competitions;
- 7) direction of eating habits;
- 8) planning, measurement, analysis of integrated development of the trainee and providing feedback;
- 9) tactical and psychological preparation for the selected sport.

WORK UNITS RELATED TO SPECIALIZATION

Specialization takes place depending on the specifics of the sport, the equipment used in the sport and the environment of practicing for the sport. Due to the specificity of the sport, the body awarding the occupational qualification is entitled to impose special requirements. Specialization is directly related to the work units described in the occupational qualification standards.

A.3 Working environment and the specificity of the work
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.).
A.4 Work equipment
The coaching process uses the equipment necessary for the sport.
A.5 Personal characteristics necessary for the work: aptitude and personality traits
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; 10) emotional stability; 11) ability to motivate.
A.6 Professional training
A Master Coach is a person who has completed the required training and has relevant 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
<p>When applying for the occupational qualification of Master Coach, Level 7, certification is required of all the competencies.</p> <p>Within the occupational qualification, specialization takes place in the sport indicated in the Occupational Qualification Standards, the assessment of competencies takes place according to the specialization.</p>

B.2 Competencies

MANDATORY COMPETENCIES

B.2.1 Organization and development of sporting	ECT Level 7
<u>Performance indicators</u>	
<ol style="list-style-type: none"> 1) establishes assessment criteria for selecting an athlete for a team, on the basis of the sport, the age, sex, and level of performance of the athlete; 2) selects the trainees, compiles the training group and/or the team, based on the set objectives; 3) prepares comprehensive preparatory plans (including financial planning, competition calendar, functional and medical testing and assistance, in addition, the need for other support services), and sets long-term goals; 4) if necessary, involves specialists (e.g., a masseur, psychologist, nutritionist, scientist, etc.); 5) supervises other coaches on a high level; 6) develops methodologies of the sport and compiles teaching materials that contribute to the growth of mastery of the trainee; 7) educates coaches on the basis of the training objective. 	
<u>Knowledge:</u>	
<ol style="list-style-type: none"> 1) sporting action planning principles; 2) sports sociology and economics of the sport; 3) sports history and culture, the competition regulations; 4) national and international organization of the sport; 5) principles of project management and records management. 	
<u>Assessment method(s):</u> Interview and expert assessment or examination on practical skills.	

B.2.2 Carrying out of educational-training process:	ECT Level 7
<u>Performance indicators</u>	
<ol style="list-style-type: none"> 1) measure and assess the specialty capabilities on a methodically high level; 2) prepares training plans for the trainees with more ambitious goals and for the athletes on the level of national teams; 3) analyzes training plans and advises compilation thereof on an internationally recognized level; 4) selects the appropriate training methods and ways; 5) combines and implements effective broader knowledge and capability for the development of the capabilities of the trainees; 6) manages accurate timing of physical and professional capabilities in complicated competition conditions; 7) demonstrates in a variety of ways and teaches the innovative technical elements of the sport; 8) in teaching of the technique uses effectively the scientific methods of movement analysis; 9) in complicated situations effectively implements tactics; 10) shapes by examples and by the behavior the culture of the sport; 	

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- 11) implements more complicated and more developed testing methods for the comprehensive management of the technical, tactical, physical and psychological development of the athlete;
- 12) directs the trainee on preparation of food plans and in use of dietary supplements, based on the specific nature of the trainee and on the training process;
- 13) advises the trainee in special situations (high mountains, climatic conditions, jet lags, weight control, preparation for competitions, etc.);
- 14) creates unique person-centered ways of regeneration directed to achieving increased objectives in special situations;
- 15) creates sporting means in a person-centered ways for achieving increased objectives in special situations involving experts.

Knowledge:

- 1) anatomy and physiology;
- 2) pedagogy, didactics and psychology;
- 3) principles of the training process and the strategic planning of training;
- 4) relationships between the sport, age, gender, qualifications and health status;
- 5) modern theories and methodologies of the development of physical abilities;
- 6) athletic selection;
- 7) principles of analysis and evaluation of training data;
- 8) techniques and the exercise bank of the sport;
- 9) international terminology of the sport;
- 10) culture of the sport;
- 11) means of regeneration, physiotherapy, massage;
- 12) safety and first aid.

Assessment method(s): Interview and expert assessment or examination on practical skills.

TRASVERSAL COMPETENCIES

B.2.3 Master Coach, level 7, transversal competency	ECT Level 7
<p><u>Performance indicators</u></p> <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; 7) using the communication channels and 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 C1 and two foreign languages at level B2 (see Annex 2). 	
<p><u>Knowledge:</u></p> <ol style="list-style-type: none"> 1) area related laws and regulations; 2) communication and teamwork; 3) principles of athletic training; 4) safety and first aid; 5) organizational culture; 6) sports pedagogy and psychology; 	



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- 7) basics of entrepreneurship;
- 8) basis of marketing;
- 9) sports history, national and international sports organizations;
- 10) basics of management.

Assessment method(s):

Transversal competencies are assessed in an integrated way in the course of the assessment of other competencies provided in the occupational standard.

Part C

GENERAL INFORMATION AND ANNEXES

C.1 Information for 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	19-20112014-3.5/13k
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)	7
C.2 Occupational title in a foreign language	
English master coach	
Russian: мастер-тренер	
C.3 Annexes	
Annex 1: Code of Ethics of Coaches	
Annex 2 Language skill levels descriptions	