

Q	<p><b>How do I get information about becoming a Masters Coach?</b></p>
A	<p>All the information that coach trainees need is now available via the 'Become a Club Coach' page on the MSA web site coaching link <a href="#">Become a Club Coach</a></p> <p>This page is accessible via all Branch Masters Swimming websites by following the links to coaching.</p> <p>There are several pathways to enter the course accreditation and it should all be self-explanatory on the table under <b>Pathways to Accreditation</b> tab.</p> <p>There is additional information on that page by expanding the <a href="#">Course Outline and Time Requirements ... read more</a> link.</p>
Q	<p><b>How do I enrol in the Accreditation course?</b></p>
A	<p>To enrol, just click on the <b>Accreditation</b> tab on the MSA <a href="#">Become a Club Coach</a> webpage and select the Buy Now button.</p> <p>The full accreditation program is now on the Dita platform and you will get an Accumulated Training Record that will take you through all the steps in your pathway. You can upload your documentation and complete the workshop online.</p> <p>You can do the course anytime at your own pace from anywhere and always have access to your training record.</p> <p>Once you sign the Code of Behaviour (CoB) Agreement, your Branch Coach Educator will be automatically notified that you have registered and can follow your progress and offer any support that you need with the course.</p> <p>Once the assessor has "marked" your assessments and approved all your documentation, your certificate and Coach ID will be automatically generated by the system.</p>
Q	<p><b>What do I have to do once I enrol and pay?</b></p>
A	<p>Once you click Pay Now, you will be directed to the Masters Swimming Australia secure payment gateway to enter your details and make payment.</p> <p>You will then receive a confirmation email with login details for the Masters Swimming Australia online training platform.</p> <p>You will be prompted to choose your own password for security of your records.</p> <p>Once you have activated your account, you will find your TO DO List specific to your entry Pathway.</p> <p>Please fill in the Coach Code of Behaviour (CoB) Agreement as soon as you log in so that your Branch assessor is notified that you are on the course.</p> <p>After completing the CoB Agreement, you can continue with your accreditation journey following the steps in your Accumulated Training Record (ATR) in your TO DO List.</p>

Q	<p><b>Is the Masters Club Coach Course an approved course?</b></p>
A	<p>Yes.</p> <p>The Masters Club Coach course is accredited with Sport Australia in line with National Sporting Organisation Quality Assurance guidelines.</p> <p>It is also an ASCTA approved Professional Development activity and is offered as part of the ASCTA Conference each year.</p> <p>All Coach Educators and Assessors are accredited with Masters Swimming Australia in line with the Australian Sports Commission Assessor Training program guidelines.</p>
Q	<p><b>How much does it cost to become an accredited Masters Club Coach?</b></p>
A	<p>The cost depends on your entry pathway.</p> <p>There are several pathways to enter the Coach accreditation program depending on your previous skills and experience. These are all detailed in the table under the <b>Pathways to Accreditation</b> tab on the MSA <a href="#">Become a Club Coach</a> webpage. The Accreditation program is open to everyone from novice through to experienced coaches wanting to upskill.</p> <p>The cost is \$150 to enrol and a further \$95 if your entry pathway requires you to do the Swimming Australia Masters Development Course.</p> <p>Most Masters clubs will reimburse you fully for the costs of your accreditation once you have passed. All the costs are outlined by expanding the <a href="#">Course Outline and Time Requirements ... read more</a> link on the MSA <a href="#">Become a Club Coach</a> webpage.</p>
Q	<p><b>How long do I have to finish the course?</b></p>
A	<p>We generally allow 12 months from the time that you enrol until the time you complete your pathway requirements. Many people finish within a few months, depending on their other commitments.</p> <p>The Branch Coach Educators are your support team to assist you completing the course within that timeframe. However, you can apply for an extension if you need extra time.</p>
Q	<p><b>I already hold a Swimming Australia Development Coaching licence (formally Bronze). Can I use this as credit for the Masters accreditation?</b></p>
A	<p>Yes.</p> <p>If you hold a Swimming Australia Development Coaching licence (formally Bronze) or higher, you do not have to do this portion of the accreditation again. You can also use any recent hours that you have spent coaching adults towards your 30hrs pool deck experience required.</p>

<p>Q</p>	<p><b>How do I apply for Recognition of Current Competency?</b></p>
<p>A</p>	<p>Recognition of Current Competency (RCC) is one of the pathways in the Club Coach Accreditation course. You will need to register for Accreditation via the link Become a Club Coach and pay the full \$150 and complete the forms in your TO DO list. This will be the Coaches Code of Behaviour form and your Accumulated Training Record (ATR). You need to fill out the CoB form first as this is the form that digitally links you to your Branch Assessor.</p> <p>In your ATR, you tick the RCC Pathway, and you can download the RCC application form and upload your evidence in support of your application.</p> <p>You will get credit for your previous qualifications and experience, but all RCC applicants need to complete the Workshop as part of their up skilling to become a Masters Coach. The RCC application is approved by the Chairperson of the National Coaching Committee. Once they have verified that you have adequate prior experience and you have completed the workshop, you will be automatically issued with your Coach ID and Certificate.</p> <p>If you have <b>already completed</b> the new online Workshop as a PD course, then you can enrol via the Bridging Course and upgrade to the full Club Coach Accreditation for \$50. The Bridging Course is ONLY for those who have completed the online Club Coach Workshop from 2020 onwards.</p>
<p>Q</p>	<p><b>Why do I have different login details for the other online sections of the Club Coach Accreditation program?</b></p>
<p>A</p>	<p>Once you enrol in the Club Coach Accreditation program through the MSA website, you will be directed to the MSA enrolment and payment gateway for this program. This will be your log in details for access to your Dashboard and TO DO List in the MSA Learning Portal – Dita Player.</p> <p>The full accreditation program requires different steps depending on your entry Pathway. These steps are all in your TO DO List in your Accumulated Training Record (ATR).</p> <p><b>Community Coaching General Principles</b> course:              If you have never coached ANY sport at all before, then you will need to complete this Sport Australia course. This is accessed through the Sport Australia Learning portal and is a free course. You will need to click the Enrol Now button for that site and you will get a Sport Aust login. This login is for the Sport Aust Learning portal ONLY. It is a good idea to save your enrolment confirmation emails so you can always check your login name at any time.</p> <p><b>The Swimming Australia Masters Development Course:</b>              If you do <u>not</u> already hold a Swimming Australia Bronze licence or higher, you will need to complete the Masters Development Course run through the Swimming Australia Learning Portal. This is a separate registration, payment of \$95 and login process. You will be able to download your Certificate of Completion at the end of this course which you will need to upload into your Accumulated Training Record (ATR) as evidence that you have completed that step in your accreditation pathway.</p> <p><b>Masters Club Coach Workshop Modules:</b>              These modules are all listed in your TO DO List on your Dita Dashboard and can be accessed once completed as a reference material for 12 months from enrolment.</p>

Q	<p>I enrolled in the Club Coach Accreditation program under the wrong Pathway by mistake. Can I change pathway once I have started?</p>
A	<p>Yes.</p> <p>Once you have enrolled in the Club Coach Accreditation program and opened your Accumulated Training Record in your TO DO List, you can change your entry Pathway at any point up until you click the final SUBMIT button at the bottom right of the ATR page.</p> <p>Your Pathway selection determines the steps that are visible for you to complete in recommended order of completion. E.g., If you untick Pathway A and tick Pathway B, your Step 1 will change.</p> <p>If you are unsure of which Pathway to select, please contact your Branch Coach Educator and they can guide you. Contact details are at the end of this FAQ list.</p>
Q	<p>I have been helping on pool deck unofficially for the last few years and I now want to become an accredited coach. What is the process to do this?</p>
A	<p>You can follow the steps for enrolment on the MSA <a href="#">Become a Club Coach</a> webpage and select your appropriate entry pathway.</p> <p>You will need to document your 30hrs of pool deck experience under supervision of a qualified coach/mentor/club official or aquatic centre manager.</p> <p>You can claim the hours that you have already spent on pool deck assisting with coaching if this is recent (within the last 2 years) AND an approved person verifies that log. An approved person can be the Head Coach, a mentor coach, a Swim Australia coach, a club official, an aquatic centre manager or your Branch Coach Educator.</p>
Q	<p>I did the Coaching course many years ago but have let my qualifications lapse. What do I need to do to re-accredit?</p>
A	<p>You can apply for Recognition of Current Competency if you can document your previous qualifications and experience and have an approved person verify your application. You will be required to complete the online Club Coach Workshop to update your skills but you may be able to claim credit for most of the other components of the accreditation.</p> <p>You can go to the <a href="#">Become a Club Coach</a> webpage and click on the <b>Accreditation</b> tab and follow the steps for RCC. The RCC application is approved by the Chairperson of the National Coaching Committee.</p>
Q	<p>Who is an approved person for verifying my documentation?</p>
A	<p>An approved person can be:</p> <ul style="list-style-type: none"> <li>• your Head Coach</li> <li>• a mentor coach</li> <li>• a qualified Swim Australia coach</li> <li>• a qualified Triathlon Australia coach</li> <li>• a club official</li> <li>• an aquatic centre manager or</li> <li>• your Branch Coach Educator</li> </ul>

Q	How long is accreditation valid for?
A	Club Coach accreditation is valid for three (3) years and expires on the anniversary of your Certificate of Accreditation being issued.
Q	How do I re-accredit when my current accreditation expires?
A	You can go to the <a href="#">Become a Club Coach</a> webpage and click on the <b>Re-accreditation</b> tab and click Start Now. This process is FREE. This is only if you are currently accredited or your accreditation has expired less than 6 months ago. You will need to provide evidence of continuous improvement activity in the previous 3 years and sign a new Coach Code of Behaviour (CoB) Agreement.
Q	What do I do if my accreditation expired more than 6 months ago?
A	<p>You will need to apply for accreditation again via the Recognition of Current Competency Pathway.</p> <p>You can go to the <a href="#">Become a Club Coach</a> webpage and click on the <b>Accreditation</b> tab and follow the steps for RCC. You will need to provide evidence of your coaching qualifications and experience, complete the Club Coach online Workshop as a refresher course and sign a Coach Code of Behaviour (CoB) Agreement. You can apply to your Branch Coach Educator for an exemption if you believe you have had extenuating circumstances. Our primary goal is to have accredited coaches and we can work with you to assist you.</p>
Q	Can I do the Club Coach Workshop as Professional Development and gain points towards re-accreditation?
A	<p>Yes.</p> <p>The Club Coach Workshop is available as an online PD course and costs \$100. The workshop consists of three assessed modules. You will be issued with a Certificate of Completion for each Workshop module which you can upload into your reaccreditation application when it is time to renew. You can go to the <a href="#">Become a Club Coach</a> webpage and click on the <b>Professional Development</b> tab and click on Buy Now. The Workshop is an ASCTA approved professional development activity.</p>
Q	I have completed the online Club Coach Workshop as PD and I want to upgrade to full Club Coach Accreditation. Can I do this?
A	<p>Yes.</p> <p>You can go to the MSA <a href="#">Become a Club Coach</a> webpage, click on the <b>Bridging Course</b> tab and click Buy Now.</p> <p>This course is designed for those who have already completed the new Masters Swimming Australia online Club Coach Workshop and wish to upgrade this certificate to a full Masters Club Coach Accreditation. You will need to have completed all three modules of the online Club Coach Workshop to upgrade to full accreditation through this bridging course.</p> <p>You will be given full credit for the online Club Coach Workshop component of the accreditation requirements. This course costs \$50 and will place you in the full accreditation program and link you to your Accumulated Training Record.</p>

Q	<p><b>Are there any face-to-face sessions in the accreditation program?</b></p>
A	<p>Yes.</p> <p>We encourage you to work closely with your club Head Coach or your coach mentor while you are completing all the requirements of the course.</p> <p>Your Branch Coach Educator will be your support and can answer, assist, mentor and guide you through each element as you need.</p> <p>You will have an opportunity to join an interactive chat session with other trainees around Australia via Zoom as part of the online Workshop. Your Practical Poolside Assessment must be done in a squad environment by your Head Coach or coach mentor.</p> <p>The Branch Coach Educator will work with you to make use of technology if you have a problem with getting access to poolside mentoring.</p>
Q	<p><b>Can I have access to the content of the workshop modules once I have completed them and they have been marked?</b></p>
A	<p>Yes.</p> <p>You can have access to your completed modules and the learning content for 12months from the date that you enrolled in the course.</p> <p>You will be able to view and download the certificate of completion for each module from your User Dashboard in the Dita platform.</p>
Q	<p><b>What if I forget my password for the Masters Swimming Australia online training platform?</b></p>
A	<p>You can change your password at anytime by selecting the "Change Password" option by clicking on your name at the top right of the screen.</p> <p>If you forget your password please select the "I forgot my Password" Link on the logon page to reset your password. You can also update your profile information if there is anything changes at any time.</p>
Q	<p><b>I am in a regional area and there isn't a Masters Coach to supervise me. What can I do to become accredited?</b></p>
A	<p>Many of our regional and remote trainees are in the same situation.</p> <p>The full accreditation course is now run online with support offered via interactive Zoom chat sessions with other trainees and your Branch Coach Educator.</p> <p>As long as you have an aquatic environment and more than 4 adults in your "squad", we can help you to gain your accreditation.</p> <p>Your Branch Coach Educator will work with you on your specific situation and determine the best method to assist and assess you.</p>

Q	<p>There is no Masters club where I am and I want to get my Club Coach Accreditation to help set one up. How do I go about doing this without a mentor coach or club to support me?</p>
A	<p>Wonderful question!</p> <p>As with any of our regional and remote trainees, as long as long as you have an aquatic environment and more than 4 adults in your “squad”, we can help you to gain your accreditation. We make use of communication technologies available to mentor, assist and assess you. The accreditation course has been designed to make it possible for people such as yourself to become accredited. All the information that you need to enrol in the course is on the MSA web site coaching link <a href="#">Become a Club Coach</a>.</p> <p>Your Branch Coach Educator will work with you to overcome any barriers there may be in you completing the requirements of the course.</p>
Q	<p>Who do I contact if I need some help with the course or if I have any questions about it?</p>
A	<p>Your own Head Coach or coach mentor is your best contact to support you with your training on pool deck. If you need help with the online component or any other questions about the course structure, your Branch Coach Educator can most likely help you.</p> <p>NSW: <a href="mailto:coach.education@mastersswimmingnsw.org.au">coach.education@mastersswimmingnsw.org.au</a></p> <p>NT: <a href="mailto:jstirrat@bigpond.net.au">jstirrat@bigpond.net.au</a></p> <p>QLD: <a href="mailto:bmallender@gmail.com">bmallender@gmail.com</a></p> <p>SA: <a href="mailto:flind@bigpond.com">flind@bigpond.com</a></p> <p>TAS: <a href="mailto:philiptyrell@iinet.net.au">philiptyrell@iinet.net.au</a></p> <p>VIC: <a href="mailto:bmallender@gmail.com">bmallender@gmail.com</a></p> <p>WA: <a href="mailto:coach.education@mswa.asn.au">coach.education@mswa.asn.au</a></p> <p>Or MSA head office: <a href="mailto:admin@mastersswimming.org.au">admin@mastersswimming.org.au</a></p>