



Action Plan

The final step in the evaluation involves the Evaluator discussing with you and producing an action plan for ongoing professional development. The action planning should assist you in establishing short-term and long-term goals as well as the sequence of activities to accomplish such goals. The Action Plan will be developed at the conclusion of the **Debrief** discussion.

In the event that minimum standards for certification were not met, the Action Plan must clearly outline which aspects of performance need to be improved, and the steps you must use to demonstrate competence.

The basic action plan has three sections:

Needs Improvement – For outcomes or criteria that were below standard, the final evaluation will indicate where you need to improve. Here, the Evaluator should identify what you need to do to complete a successful evaluation of a particular outcome. This may involve a re-submission or a re-observation.

Meets Expectations – In this section, the Evaluator notes outcomes for which you met the standards. The Evaluator may also identify professional development opportunities that, in his or her opinion, will help you become even more effective in specific coaching areas.

Exceeds Expectations – For outcomes where you have performed exceptionally well, the Evaluator should identify opportunities to move to a more expert level. This may involve further training or specific experiences.

To assist in developing an appropriate action plan, the Evaluator may use any of the elements of information included in the evaluation tools or certification standards.

EVALUATOR SUBMISSION

This page below is to be completed by the Performance Coach Volleyball Canada Evaluator and submitted to Volleyball Canada upon the coach candidate's completion of all the required components of the Performance Coach Certification.

The Performance Coach Evaluator will summarize the Action Plans developed throughout the Evaluation process and indicate the follow-up steps as necessary. One form must be completed for each follow-up evaluation with the coach candidate, until all requirements have been met. Upon successful certification of the coach candidate, the Volleyball Canada Evaluator must submit all forms to the Volleyball Canada coaching representative (jsneddon@volleyball.ca).



PERFORMANCE COACH EVALUATOR SUBMISSION



The Performance Coach Evaluator must complete this form following the initial debrief and action plan development with the Performance Coach Candidate. A new form is required to be completed for each subsequent follow-up with the coach candidate. It is the Performance Coach Evaluator's responsibility to submit all completed forms to the Volleyball Canada.

Performance Coach Evaluator: _____

Date: _____

Coach Candidate: _____

Coach NCCP No: _____

City: _____

Province: _____

	Summarize areas that met expectations	Summarize areas that need improvement	Action Plan Summary	Action Plan Timeline
Manage a Sport Program				
Practice Planning				
Support to Athletes in Training				
Support the Competitive Experience				

Coach meets requirements for Performance Coach Certification

Minimum certification standards were not met; more follow-up needed as indicated in Action Plan

Performance Coach Evaluator Signature: _____