



Debrief Following the In-Person or Video Evaluation

General Overview

The purpose of the debrief session is fourfold:

- 1- To give the coach an opportunity to reflect on and talk about the series of activities in which he or she worked with athletes.
- 2- To discuss the Candidate's performance, and give the Evaluator an opportunity to provide feedback on what he/she observed, including criteria met and evidence observed.
- 3- To clarify any evidence that was not observed during the in-person or video review.
- 4- To give the Evaluator and the coach an opportunity to develop an Action Plan for the coach's ongoing professional development.

The debrief should last between 30 and 60 minutes, including the development of an Action Plan.

Timing of the Debrief

In the case of an in-person evaluation: the Evaluator will meet with the Candidate at the end of the Observation session, and the two will engage in a discussion regarding the certification experience.

After completing the observation, the Evaluator should take some time to compile his or her notes and determine whether or not the coach has met all the minimum certification standards. Aspects that need further discussion in order to validate the attainment of standards should be identified. Some individual preparation time may also be needed to determine how best to bring up sensitive topics with the coach, for instance when minimum standards have not been achieved.

In the case of a video evaluation: the Evaluator will contact the candidate to schedule the debriefing session. The debriefing can take place either in person (if feasible) or over the phone (in most instances).

Stages of the Debrief

There are three (3) stages to a debrief: Opening, Facilitation, and Closing

The Opening: The opening stage of the debriefing will provide you with an opportunity to reflect on the coaching tasks you had to lead and manage.

The Facilitation: The facilitation phase assists the Evaluator to gather more information, or clarify questions that may arise in regard to specific aspects observed during the evaluation.

For example, if a safety issue did not present itself during the evaluation, the Evaluator may ask what you would have done if a safety-related scenario had occurred.

The Closing: The closing phase of the debriefing allows the Evaluator to summarize key points and to provide feedback. The Evaluator may provide comments on specific evidence or provide suggestions for improvement.

The closing will lead to the development of an **Action plan**.