

The Ultra-short Race-pace Training International Committee

HOW THE USRPTIA FUNCTIONS

USRPTIA EDUCATION COMMITTEE RESPONSIBILITIES

The USRPTIA Education Committee is charged with the responsibility of governing all matters concerning the Association's USRPT Coaching-certification Program. To achieve that end, there are three main functions of the Committee.

1. To receive applications from Members who wish to provide a USRPT-related experience for participating Members and have that experience generate certification-points that could be counted toward the attainment of a coaching award.
2. To respond to educational experience applications by awarding a specific number of certification-points that can be claimed by any Member who attends the experience. Such an award allows an organizer to claim that the experience will yield X number of certification-points that can be used by a participating Member toward a coaching-certification level.
3. To receive applications from Members who document that they have participated in sufficient experiences to allow them to amass the required number of USRPTIA certification-points that will earn them the level of coaching certificate for which they have applied. The application is verified and depending upon the decision, the Member is advised if he/she was or was not successful with the application.

BOUNDARIES FOR USRPT COACHING-CERTIFICATION AWARDS

Members

Only USRPTIA Members are eligible for Coaching-certification Awards. At the time of participating in an activity that is to count toward certification, an individual must be a Member.

Amount of time

Each level of coaching certification must be completed in a set calendar period.

1. *Bronze level.* The certification-points used to qualify for this level of achievement must be gained within two calendar years (24 months). Any activity participated in more than two years before the final activity occurs that completes the 1,000 certification-points tally, will not be counted. It is in a Member's best interest to keep track of certification-points completed and the time-span in which the activities are experienced.
2. *Silver level.* A Member who has achieved a Bronze Level qualification will need to participate in the attainment of certification-points within two calendar years (24 months). For example, if a Member holds a Bronze Level certification, and participates in sufficient educational experiences to maintain that qualification over several years and then decides to attain a Silver Level certification, the two-year period is evaluated for the time before the Member advises the USRPTIA

Education Committee that the appropriate work/experiences have been completed for Silver Level recognition.

3. *Gold level.* The time restrictions for those with the Silver Level qualification and wishing to attain the final Gold Level qualification are the same as those for the Silver Level certification. For example, if a Member holds a Silver Level certification, and participates in sufficient educational experiences to maintain that qualification over several years and then decides to attain a Gold Level certification, the two-year period is evaluated for the time before the Member advises the Education Committee that the appropriate work/experiences have been completed for Gold Level recognition.

To facilitate record-keeping and the calculation of adherence to time requirements, the date for which a time period is calculated is January 1 of the year following the achievement of a certification level. For example, if a Member completes the Silver Level requirements by participating in 150 certification-points of activity in a particular year and is in accord with the actual 24-month completion requirement, the certification is deemed to have been completed on December 31 of that year. That is an anomaly because the Member would have completed 150 certification-points of activity when 200 are required for continuing education (see below). It is starting on January 1 of the next year that the continuing-education requirement begins.

Keeping track of the activities that have been completed, whether those activities fall within a two-year period, and applying for certification recognition are the responsibility of the Member.

Continuing Education Activities

Once a coaching certification level has been achieved, the holder of that certification needs to participate in certification-points generating activities to maintain the level of certification. The USRPTIA does not believe that coaching education ceases when a level of certification is achieved. Rather, it is the underlying philosophy of the Association that education is a continual process that hopefully will lead to coaches always being current in their knowledge of their profession.

The continuing-education requirement is that a Member must engage in 200 certification-points worth of activities every calendar year after achievement of a certification level. There is no restriction on the type of activity with which the coaching-certified Member is involved as long as it yields official certification-points.

If in two consecutive years a Member fails to complete 200 certification-points, the current coaching status is revoked. To reinstate the coaching-certificate level, a Member must complete all the requirements for the revoked level. It is as if the Member never qualified for the coaching certificate in question. For example, if a Gold Level coach fails to adhere to the continuing-education requirement, his/her status is lowered to the next level (in this case the Silver Level). To regain the Gold Level Certificate, the Member must complete the Gold Level certification-points in the required time. It is as if the Member never held a Gold Level accreditation. When a Silver Level Member fails to meet the continuing-education requirement, his/her coaching status drops down to the Bronze Level. For a Bronze Level coach, the coaching status is lost.

This demanding continuing-education requirement exemplifies the importance that the Association places on continuing education as a means of remaining current in one's coaching activities.

Self-selection of Education Activities

For USRPTIA coaching education there is no strict curriculum. It is the belief of the Association that Members will freely elect to participate in activities that will extend and/or embellish their USRPTIA coaching knowledge and/or competency. That is a departure from traditional coach-education expectations. It is hoped that the self-selection policy will indulge a Member's interests and curiosity as well as serve to maintain a standard of currency that will translate into competent and meaningful discussions, instruction, and coaching of USRPT.

This freedom of selection carries with it the Member's responsibility to keep track of the activities that are participated in and yield coaching-certification points. When the time is appropriate, the Member should apply to the USRPTIA Education Committee to consider his/her achievements and activities for an award of a specified coaching certification level.

Member's Responsibilities

Members are required to assume a number of responsibilities with regard to the USRPTIA Coaching Certification procedure.

1. Keep track of the date(s), location, activities, and certification-points awarded for participation. That information will need to be included on the *Application for USRPTIA Coaching-certificate Award* form.
2. Upon gaining the required number of certification-points for the level of certification expected, complete the *Application for USRPTIA Coaching-certificate Award* form and submit it to the USRPTIA Education Committee for consideration.
3. Webinars and USRPTIA special activities will be listed on the Association's web site. As best as possible, the USRPTIA web site will list special educational experiences as information about their occurrence is made available to the Education Committee. Members should peruse the listed offerings from time to time.

Backdating Offerings

The USRPTIA Education Committee will recognize USRPT-related activities that were held in 2015 and 2016 before the official launch of the Association. The Education Committee wishes that meaningful activities held prior to the Association's beginning can be counted toward the accumulation of coaching-certification points.

However, the individuals who held an experience for which a Member seeks credit will have to complete the *"Application for USRPTIA Coaching-certificate Points for a USRPT Coaching Experience"* form and submit it in the same manner as if it was a new experience. The Member seeking back-dated experience credits will need to contact the person responsible for the experience and have them apply for USRPTIA certification-points credits.

Excessive Work

In the initial stages of development and running of the USRPTIA, there is a considerable amount of work that needs to be accomplished. For example, as this informative document is used changes are very likely in order to improve its functions. The Education Committee asks that Members be cognizant of the workload that the volunteer Committee-members are handling. Every endeavor will be made to answer email inquiries. Education Committee members will decide the emails that will be answered and those that will be ignored. Apologies are offered for this stance but it is necessary and inevitable if managing USRPTIA education and coaching certification is to be successful.

The email address for coaching certification contains the Association's domain name. The person responsible for the email sent to this address is most likely not to be monitoring it on a highly frequent basis. Consequently, the delay between a Member sending an email and the appropriate person responsible for reading the email, deciding if it warrants a response, and actually sending a reply is likely to be much longer than if that person was monitoring personal emails. This is another limitation of the volunteerism that is embraced in the initial years of the existence of the USRPTIA.