



# Coach Education Requirements















NICA's coach education program exists to provide coaches with training in best-practices for youth development. This custom training equips coaches with the knowledge, skills, and abilities to participate with their team. NICA's staff and coach education team are here to support coaches with their training process.

**Training requirements vary by license level.** To use this overview document, locate your desired license level in the right-side columns. Items with a check mark indicate requirements for licensure.

You can also **view requirements broken down by license level** by following the links here: [LEVEL 1](#), [LEVEL 2](#), and [LEVEL 3](#)

MORE INFO: [Quick-start guide to navigating Coach Education, Resources, & Benefits](#) | [NICA Coach Help Desk](#)

REQUIREMENT OVERVIEW – All Levels	LICENSE LEVEL		
	1	2	3
<b>PARTICIPATION AGREEMENT &amp; CODE OF CONDUCT</b> All adult volunteers are required to sign NICA's Adult Code of Conduct and an Agreement to Participate waiver each year. COMPLETED IN PIT ZONE <a href="#">COACH REGISTRATION PROCESS</a>	ANNUAL RENEWAL		
<b>COACH LICENSING AND TECH FEE</b> Pit Zone registration includes an annual coach license membership fee. The fee covers insurance and administrative costs of managing NICA programs. COMPLETED IN PIT ZONE <a href="#">COACH REGISTRATION PROCESS</a>	ANNUAL RENEWAL		
<b>WORKING WITH CHILDREN CHECK</b> NICA coaches must enter their Working With Children Check ID number & expiration date during registration. NICA staff will confirm that the WWCC number is current and valid. <a href="#">Find out where to get a Working with Children Check in your state or territory.</a> COMPLETED IN PIT ZONE <a href="#">COACH REGISTRATION PROCESS</a>	RENEWAL VARIES BY STATE OR TERRITORY		
<b>CONCUSSION TRAINING</b> NICA uses Connectivity Sport-Related Concussion Short Course, housed within our NICA Education Centre, to equip coaches with the knowledge and skills to identify and respond to concussions. COMPLETED IN <a href="#">NICA EDUCATION CENTRE</a>	ANNUAL RENEWAL		
<b>NICA PHILOSOPHY, SAFETY, &amp; RISK MANAGEMENT</b> This course covers the foundations of NICA coaching at all levels, highlighting core coaching values of safety, fun, and learning. COMPLETED IN <a href="#">NICA EDUCATION CENTRE</a>	ANNUAL RENEWAL		
<b>PLAY BY THE RULES — SAFEGUARDING YOUNG PEOPLE IN SPORT</b> Learn how to identify the signs of potential abuse, help keep kids safe, and model appropriate behaviors as a coach for a youth development team. Complete this course through <a href="#">Play by the Rules</a> and upload your certificate into the NICA Pit Zone..	REQUIRED EVERY 2 YEARS		

COMPLETED IN <a href="#">PLAY BY THE RULES</a> ; UPLOAD CERTIFICATE IN PIT ZONE			
<b>NICA COACH LICENSE LEVEL COURSES</b> Learn about your roles and responsibilities as a NICA coach, and understand how to apply youth coaching best-practices. Each license level has a corresponding course within the NICA Education Centre with content specific to your role on the team. COMPLETED IN <a href="#">NICA EDUCATION CENTRE</a>	REQUIRED EVERY 2 YEARS		
	 Level 1 Course	 Level 2 Course	 Level 3 Course
<b>FIRST AID</b> Mountain biking is a sport of inherent risks. First aid & CPR training ensures coaches are equipped to respond when emergencies occur. Level 2 and Level 3 coaches must complete First Aid (HLTAID003/HLTAID011). Level 1 coaches have no first aid requirements. PROVIDERS VARY BY REGION; UPLOAD CERTIFICATE TO PIT ZONE COACH PROFILE	BASED ON PROVIDER EXPIRATION DATE		
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<b>CPR</b> NICA requires a CPR course (HLTAUD009) for all Level 2 and Level 3 coaches. PROVIDERS VARY BY REGION; UPLOAD CERTIFICATE TO PIT ZONE COACH PROFILE	BASED ON PROVIDER EXPIRATION DATE		
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<b>ON-THE-BIKE SKILLS 101: ONLINE COURSE</b> The online <a href="#">On-the-Bike Skills 101</a> online course is required before completing the On-the-Bike Skills 101 in-person coach skills clinic. This course is located in the NICA Education Centre. COMPLETED IN <a href="#">NICA EDUCATION CENTRE</a> . ONE-TIME REQUIREMENT, CAN RETAKE FOR 1 CEU.	ONE-TIME REQUIREMENT		
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<b>ON-THE-BIKE SKILLS 101: IN-PERSON CLINIC</b> The in-person <a href="#">On-the-Bike Skills 101</a> in-person clinic is hosted locally by NICA coach supporters. Please reach out to your NICA director/staff to learn more about OTB courses in your area. CLINICS SCHEDULED BY NICA; ONE-TIME REQUIREMENT, CAN RETAKE FOR 3 CEUs.	ONE-TIME REQUIREMENT; complete again for 3 CEUs		
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<b>NICA COACH SUMMIT</b> Composed of four core workshops, <a href="#">NICA Coach Summits</a> are hosted in-person by NICA, as well as online (a variety of dates throughout the year). Summit workshops can also be completed individually for CEUs, once the Level 3 requirement is met. COMPLETED ONLINE OR IN-PERSON; NICA UPDATES IN PIT ZONE. ONE-TIME REQUIREMENT.	ONE-TIME REQUIREMENT; complete again for CEUs		
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<b>CONTINUING EDUCATION UNITS (CEUs)</b> Level 2 & 3 NICA coaches are asked to maintain their learning in order to provide effective, quality coaching. CEUs are required every three years. Coaches may choose from a <a href="#">wide variety of CEU options</a> , including several within NICA's Education CENTRE. UPLOAD REQUIREMENTS VARY; UPLOAD IN PIT ZONE.	CEUs expire 3 years from their completion date		
	—	 3 CEUs	 6 CEUs
Still have questions? Need help? <b>Contact the NICA Coach Help Desk.</b>			

# LEVEL 1

## COACH LICENSE LEVEL OVERVIEW



Use this simple breakdown to view all **LEVEL 1 NICA COACH REQUIREMENTS**.

View NICA's license requirements [summary](#), or view [Level 2](#) or [Level 3](#) requirements.

### LEVEL 1 REQUIREMENTS

#### PARTICIPATION AGREEMENT & CODE OF CONDUCT

All adult volunteers are required to sign NICA's Adult Code of Conduct and an Agreement to Participate waiver each year..

COMPLETED IN PIT ZONE [COACH REGISTRATION PROCESS](#)

#### COACH LICENSING AND TECH FEE

Pit Zone registration includes an annual coach license membership fee. The fee covers insurance and administrative costs of managing NICA programs.

COMPLETED IN PIT ZONE [COACH REGISTRATION PROCESS](#)

#### WORKING WITH CHILDREN CHECK

NICA coaches must enter their Working With Children Check ID number & expiration date during registration. NICA staff will confirm that the WWCC number is current and valid. [Find out where to get a Working with Children Check in your state or territory.](#)

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#### CONCUSSION TRAINING

NICA uses Connectivity Sport-Related Concussion Short Course, housed within our NICA Education Centre, to equip coaches with the knowledge and skills to identify and respond to concussions.

COMPLETED IN [NICA EDUCATION CENTRE](#)

#### NICA PHILOSOPHY, SAFETY, & RISK MANAGEMENT

This course covers the foundations of NICA coaching at all levels, highlighting core coaching values of safety, fun, and learning.

COMPLETED IN [NICA EDUCATION CENTRE](#)

#### PLAY BY THE RULES - SAFEGUARDING YOUNG PEOPLE IN SPORT

Learn how to identify the signs of potential abuse, help keep kids safe, and model appropriate behaviors as a coach for a youth development team. Complete this course through [Play by the Rules](#) and upload your certificate into the NICA Pit Zone..

COMPLETED IN [PLAY BY THE RULES](#); UPLOAD CERTIFICATE IN PIT ZONE

#### NICA COACH LICENSE LEVEL 1 COURSE

Learn about your roles and responsibilities as a NICA coach, and understand how to apply youth coaching best-practices. Each license level has a corresponding course within the NICA Education CENTRE with content specific to your role on the team.

COMPLETED IN [NICA EDUCATION CENTRE](#)

**Still have questions? Need help? [Contact the NICA Coach Help Desk.](#)**

# LEVEL 2

## COACH LICENSE LEVEL OVERVIEW



Use this simple breakdown to view all **LEVEL 2 NICA COACH REQUIREMENTS**.

View NICA's license requirements [summary](#), or view [Level 1](#) or [Level 3](#) requirements.

### LEVEL 2 REQUIREMENTS

#### PARTICIPATION AGREEMENT & CODE OF CONDUCT

All adult volunteers are required to sign NICA's Adult Code of Conduct and an Agreement to Participate waiver each year..

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#### COACH LICENSING AND TECH FEE

Pit Zone registration includes an annual coach license membership fee. The fee covers insurance and administrative costs of managing NICA programs.

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COMPLETED IN [PLAY BY THE RULES](#); UPLOAD CERTIFICATE IN PIT ZONE

#### NICA COACH LICENSE LEVEL 2 COURSE

Learn about your roles and responsibilities as a NICA coach, and understand how to apply youth coaching best-practices. Each license level has a corresponding course within the NICA Education CENTRE with content specific to your role on the team.

COMPLETED IN [NICA EDUCATION CENTRE](#)

#### FIRST AID

Mountain biking is a sport of inherent risks. First aid & CPR training ensures coaches are equipped to respond when emergencies occur. Level 2 and Level 3 coaches must complete First Aid (HLTAID003/HLTAID011). Level 1 coaches have no first aid requirements.

PROVIDERS VARY BY REGION; UPLOAD CERTIFICATE TO PIT ZONE COACH PROFILE

### CPR

NICA requires a CPR course (HLTAUD009) for all Level 2 and Level 3 coaches.

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### ON-THE-BIKE SKILLS 101: ONLINE COURSE

The online [On-the-Bike Skills 101](#) online course is required before completing the On-the-Bike Skills 101 in-person coach skills clinic. This course is located in the NICA Education Centre.

COMPLETED IN [NICA EDUCATION CENTRE](#). ONE-TIME REQUIREMENT, CAN RETAKE FOR 1 CEU.

### ON-THE-BIKE SKILLS 101: IN-PERSON CLINIC

The in-person [On-the-Bike Skills 101](#) in-person clinic is hosted locally by NICA coach supporters. Please reach out to your NICA director/staff to learn more about OTB courses in your area.

CLINICS SCHEDULED BY NICA; ONE-TIME REQUIREMENT, CAN RETAKE FOR 3 CEUs.

### CONTINUING EDUCATION UNITS (CEUs)

Level 2 & 3 NICA coaches are asked to maintain their learning in order to provide effective, quality coaching. CEUs are required every three years. Coaches may choose from a [wide variety of CEU options](#), including several within NICA's Education CENTRE.

UPLOAD REQUIREMENTS VARY; UPLOAD IN PIT ZONE.

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# LEVEL 3

## COACH LICENSE LEVEL OVERVIEW



Use this simple breakdown to view all **LEVEL 3 NICA COACH REQUIREMENTS**.

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### LEVEL 3 REQUIREMENTS

#### PARTICIPATION AGREEMENT & CODE OF CONDUCT

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COMPLETED IN PIT ZONE [COACH REGISTRATION PROCESS](#)

#### COACH LICENSING AND TECH FEE

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COMPLETED IN [PLAY BY THE RULES](#); UPLOAD CERTIFICATE IN PIT ZONE

#### NICA COACH LICENSE LEVEL 3 COURSE

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PROVIDERS VARY BY REGION; UPLOAD CERTIFICATE TO PIT ZONE COACH PROFILE

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COMPLETED ONLINE OR IN-PERSON; NICA UPDATES IN PIT ZONE. ONE-TIME REQUIREMENT.

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Level 2 & 3 NICA coaches are asked to maintain their learning in order to provide effective, quality coaching. CEUs are required every three years. Coaches may choose from a [wide variety of CEU options](#), including several within NICA's Education CENTRE.

UPLOAD REQUIREMENTS VARY; UPLOAD IN PIT ZONE.

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