



# United States Fencing Coaches Association

- Member, Academie d'Armes Internationale (AAI)
- Member, National Collegiate Athletic Association (NCAA)

## How to Host a USFCA Coaching Clinic 11/28/19

**Why host a USFCA Clinic?** It will benefit your fencers, parents and assistant coaches. It is a great opportunity to exchange knowledge with other coaches, and, if certification practicals are offered, will allow local coaches to be tested with less expense. Your club can generate funds, publicity and develop a relationship with local businesses. Coaching clinics support coaches' professional development at all levels, from beginning coach to master coach. In short, hosting a USFCA clinic is one of the major ways that you, as a member coach, can help with the teaching of the theory and practice of our sport. The USFCA wants to help you help our coaches grow in their knowledge, certify coaches at the levels they deserve, and to help your organization or club host a financially successful event.

**Incentive Reward Program** To encourage the development of fencing coaching clinics throughout the nation the USFCA has implemented an *Incentive Reward Program* which will pay clinic organizers \$20 per USFCA member that attends their clinic. More information is below.

**Types of Clinics.** The USFCA is committed to preparing its member coaches to not only teach the theory and practice of fencing, but also to all other aspects that impact the teaching and coaching of our sport.

There are basically two types of coaching clinics; A Professional Development Clinic and a Certifying Clinic. A Certifying Coaches Clinic would be focused on teaching the specific things a coach needs to learn to pass a certifying examination. Usually these clinics are three to four days long and practical testing is done on the last day of the clinic.

While the preparation of coaches to take certification exams is a major part of our clinic program, we also encourage Professional Development clinics to teach beginning coaches basic fencing technique and theory, to hold clinics on starting and managing club programs, coaching youth, high school, and collegiate programs, and such topics as strength and conditioning training, sports medicine, sports psychology, etc.

**Planning is critical.** We strongly recommend that you begin planning at one year in advance. Check the national, regional, and local fencing tournament schedules to avoid conflicts and coordinate with the coaches who will be your attendees and your presenters months in advance to ensure good attendance. **If you need help finding presenters contact the Chair of the USFCA's Professional Development Committee (PDC).**

**Certifying Coaching Clinic** Because certifying clinics usually draw coaches from all over the region and sometimes nationally, applications should be received by the Professional Development Committee for approval six months in advance to ensure no conflicts with other clinics and to get the best promotional opportunities provided by the USFCA.

**Professional Development Clinics** - Professional development clinics are anywhere from one hour to two days and can cover a wide range of topics. They can be designed to serve any level coach and they can be local, regional or even national. PD Clinics that are local can be submitted to the Professional Development Committee three months in advance while those clinics that are targeting a regional or national audience should submit their applications six months in advance.

If you plan to give certification exams, remember that you will need coaches who are current USFCA members and have been certified to give the exams. In addition you will need 2 Prevots or 1 Master for a Moniteur exam, 2 Masters for a Prevot exam, and 3 Masters for a Masters exam. Contact these coaches well in advance so your examination boards will be complete for those who are taking the exams. For more information click here: Certification. Contact the Chair of the USFCA's Certification and Accreditation Board (CAB), [Gil Pezza](#), if you need help finding examiners.

There should be only one clinic in any given region within a thirty day period.

All USFCA approved coaching clinics are open to all USFCA members.

**Gaining USFCA sanction.** To gain official USFCA sanction, you must follow the following steps:

- 1) Download these forms:
  - a. Coaching Clinic Application
  - b. Participant Clinic Evaluation Form which must be submitted after the clinic is concluded and must follow the participant clinic evaluation procedures.
  - c. Organizer's Evaluation Form(which must be submitted after the clinic is concluded)
- 2) Fill out the application form and submit it to the address at the bottom of the form. Please note that you must fill it out completely, including such things as the curriculum and schedule of events for the clinic, information for the presenters, and, if you intend to do certification testing, a list of examiners.
- 3) If you need help in putting together any information on the form, or desire help in putting a clinic together, please contact the Chair of the PDC and/or your Regional VP (contact list may be found on the USFCA Website).
- 4) When you have completed the application form, please submit it to the Chair of the PDC (address on the application form). Applications submitted in a timely manner, at least six months in advance, will receive priority consideration and guaranteed promotion on the USFCA website and in any USFCA email blasts.
- 5) The PDC Chair will make sure the application is complete, have the Professional Development Committee examine the curriculum and examiners, if appropriate, and then, if it meets our specifications, approve it and notify you of that fact. Send us any advertising links, such as AskFred.net, so we may put the most complete information and we will put it on the USFCA Web site to help you get the best attendance possible.
- 6) If you make any significant changes to the clinic as approved, such as an additional day, a change of curriculum, a new presenter, or a cancellation of the clinic, you **MUST** notify the Chair of the PDC by email or letter. Any changes that, in our opinion, would affect the value of the clinic, can result in the rescinding of USFCA sanction.
- 7) If you are doing testing, be sure and download the necessary forms located in Documents in a folder called *Practical Exam Materials* on the USFCA web site. Remember that the CAB must certify all examiners and that written tests must be passed before practicals can be given. Make sure you are familiar with all of the information about testing. **Make it clear** in all your publicity that the attendees must take and pass the online written USFCA Moniteur or Prevot exam before they get to the clinic. Practical exams will not be given if they have not passed the written exam. Attendees should bring with

them proof of USFCA membership and email confirmation that they have passed the online exam and **paid online for the practical exam(s). No exam fees are to be paid to the clinic organizers since this is always done online at the USFCA website.**

- 8) Get extra money for your clinic through the USFCA **Incentive Reward Program** which pays the clinic organizers \$20 per USFCA member that enrolls and attends your clinic. To earn the incentive rewards you must submit the following:
  - a. Participant Clinic Evaluation Form (click here to read the Procedures for Conducting Participant Evaluations) and mail the required sealed envelope to the Chair of the PDC within two weeks of the conclusion.
  - b. Organizers' Evaluation Form, which must also be submitted to the Chair of the PDC within two weeks of the conclusion of the clinic.
- 9) If participants need/want a certificate of participation, please submit their names and contact information on the Organizers' Evaluation Form. The PDC will record their information and send them the certificate.
- 10) All paperwork associated with any exams given must be sent to the Certification and Accreditation Board (CAB) Secretary, [Erika Velarde](#) as soon as possible.

Thank you for hosting a USFCA clinic. If you have any additional questions or need help with your clinic please contact the PDC Chair, [Vinnie Bradford](#)

**or**

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How to Host a USFCA Coaching Clinic (download)