



# US Fencing Coaches Association

## *How to Become an Assistant Moniteur (Level 2)*

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### What Is An Assistant Moniteur (Level 2)?

Assistant Moniteurs are the initial level of instructor, qualified to assist all levels of certified professional coaches [Moniteur (Level 3), Prévôt (Level 4), and Master (Level 5)] in teaching group lessons and beginner level classes at the club or salle. Assistant Moniteurs, in programs managed by a certified current member of the USFCA, operate under the direct supervision of the professional to carry out the instructional program. In addition, Assistant Moniteurs may serve as beginning level instructors for school, college, or recreation program beginner courses.

Assistant Moniteurs earn their certification by following either of two pathways:

1. Passing a written exam, completing 20 hours of work and 20 hours of instruction under a Moniteur (Level 3), Prévôt (Level 4), or Master (Level 5) that is a current USFCA member.
2. By attending a USFCA certified clinic of at least 14 hours, pay for and pass the Moniteur (Level 3) written exam, pay online to register for the Moniteur (Level 3) practical exam, and earn a score between 65 and 74% on the practical.

### Quick Guide to Earning Your Certification

#### ***Certification Checklist***

- Become a member of the USFCA ([www.usfca.org](http://www.usfca.org))
- Read the Study Guide for Assistant Moniteurs (available online at [www.usfca.org](http://www.usfca.org) in the member's section)
- Complete the USA Fencing SafeSport and Background check process (if over age 18) (Do this prior to starting supervised work)
- Pathway #1 - Club Apprenticeship Pathway**
  - Complete the online written exam with a minimum score of 75%
  - Complete at least 20 hours of instruction in the weapon you will be teaching under the supervision of a USFCA-certified professional coach
  - Complete 20 hours of work under the supervision of a USFCA Level 3 or higher certified professional coach
- Pathway #2 - Certification Clinic Pathway**
  - Take a two day USFCA clinic (at least 14 hours of instruction)
  - Pass the Moniteur (Level 3) Written exam,
  - Earn a score on the Moniteur (Level 3) practical exam with a score between 65 - 74%.

Additional information about the certification process is contained in this document, but the checklist above can be used to help you keep track of your progress while you work to earn your certification. The US Fencing Coaches Association wishes you every success as you begin your journey in becoming a fencing coach.



**Note:** *To earn a certification, you will be working as an apprentice to a USFCA member certified professional coach. Information for the supervising professional can be found at the end of this document.*

## **How the Program Works**

The Assistant Moniteur (Level 2) training and certification program is designed to be implemented in the individual club or salle, under the direct supervision of a Moniteur (Level 3), Prévôt (Level 4), or Master (Level 5) who is a current member and certified by the US Fencing Coaches Association. The candidate training to become an Assistant Moniteur works in an apprenticeship relationship with the professional coach to complete the program requirements.

Individuals may certify in any of the three weapons, based on the needs of their school, club, or salle. However, the intent is to issue one certificate to an individual at this level. If the Assistant Moniteur (Level 2) wishes to develop further as an instructor, training should be started to qualify the individual as a Moniteur (Level 3).

## **Specifics to Earning Certification**

To become a certified Assistant Moniteur (Level 2):

- Study and understand all of the concepts in the *Study Guide for Assistant Moniteurs* and complete the self-study exercises included within the guide. This study guide is available on the USFCA's website in the members area at [www.usfca.org](http://www.usfca.org).
- Take at least 20 hours of class, group lessons, or individual instruction in the weapon you will be teaching. Ensure that your training emphasizes the specific skills that will be taught in classes you will assist with – the Assistant Moniteur must be able to show good technique in these skills. *Prior training is applicable to this requirement.*
- Complete at least 20 hours of work in the salle, assisting in the delivery of instruction. Your work must be supervised by a USFCA certified professional coach and must be logged and signed-off by the supervising professional.

There is no minimum time period for completion of the Assistant Moniteur requirements. Time required will depend upon the experience and skill level of the individual undertaking the training, the workload of the salle, and the motivation of the candidate. However, it is reasonable to expect the process to require at least three months.



### **Required Knowledge**

Detailed information about the items listed here can be found in the *Study Guide for Assistant Moniteurs*, available on the USFCA's website in the certification area at [www.usfca.org](http://www.usfca.org).

- Types and characteristics of the three weapons
- Basic fencing rules – strip dimensions, right-of-way, required courtesies, and fencing safety rules
- Safety – individual and classes
- Terminology at the level required to explain or describe fencing activities in a beginner's class
- Group lesson format and organization
- Levels of fencer classification
- Types and roles of professional coaches
- Fencing organizations
- Coaching ethics
- Record keeping and fencing statistics
- Basic fencing tactics – the short tactical wheel, plus counter-riposte
- Care of uniforms, protective equipment, and weapons owned by the salle or club

### **Required Skills**

During the apprenticeship, the candidate for certification should learn and be able to demonstrate the following:

- Lead warm-up and footwork drills
- Implement a lesson plan designed by the supervising professional
- Make corrections to observed basic errors in technique
- Serve as a demonstration partner for the professional coach
- Correct or stop unsafe conduct
- Teach beginner level techniques as technical drills, including:
  - Footwork – advance, retreat, lunge
  - Offense – straight thrust, disengage, coupé, counter-disengage, direct riposte, indirect riposte, counter-riposte
    - For sabre: attacks to the head, flank, chest, point, and to the advanced target
  - Defense
    - point weapons the parries: 4, 6, 8 and circle 6
    - for sabre: parries 3, 4, 5 and 2.
- Manage beginner-level bouts in a class, including determining right-of-way or priority of hits in uncomplicated fencing phrases



### **Evaluation Process**

To earn a certification, you will be evaluated in two ways:

- A standard, 25-question, multiple-choice test, covering the knowledge and skills described in the *Study Guide for Assistant Moniteurs*.
- A practical evaluation of your skills as an instructor, completed by a USFCA certified professional coach, using the checklist included in the *Study Guide for Assistant Moniteurs*. When you show that you can satisfactorily complete a required skill during your apprenticeship, the individual evaluating you will sign-off that skill on the checklist.

Formal steps taken to finish the apprenticeship.

- The candidate goes to the USFCA website ([www.usfca.org](http://www.usfca.org)) and registers for the Assistant Moniteur (Level 2) Written exam under “Testing and Courses.”
- The supervision professional uploads the appropriate pages from the *Assistant Moniteur (Level 2) Club Pathway Workbook* using the QR Codes found in the workbook.

As an alternative to the apprenticeship, you may pursue the certification clinic pathway.

- Take a two day USFCA clinic (at least 14 hours of instruction). See the USFCA website for upcoming training clinics.
- Pass the Moniteur (Level 3) Written exam with a score of 75% or better.
- Earn a score on the Moniteur (Level 3) practical exam with a score between 65 - 74%. The score to achieve the Moniteur (Level 3) certification is 75% or better.

When all items have been returned, the Certification and Accreditation Board will verify your completion and issue an appropriate certificate as an Assistant Moniteur (Level 2) of the United States Fencing Coaches Association.

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### **Instructions To Supervising Professional**

The Assistant Moniteur training program is designed to help you rapidly develop assistants who have the skills needed to assist in teaching group classes in your salle or club. This program requires you to fill three important roles during the candidate's certification process.

- First – you select individuals who have the knowledge, skills and abilities to serve as assistants (Please review this guide for criteria that may be helpful in making such choices)
- Second – you supervise their training, including study of the material found in the *Study Guide for Assistant Moniteurs* (available on the USFCA's website in the members area at [www.usfca.org](http://www.usfca.org)), lessons to bring their technical skills to a level with which you feel comfortable, and guidance in the activities included in the *Study Guide for Assistant Moniteurs* to help them learn the skills and knowledge needed to be effective in taking routine tasks off your back
- Third – you, or another professional member of the USFCA evaluate the candidate's performance. If you have a second professional coach who can perform the evaluation, that approach offers a cross-check on your perceptions and may be helpful, but it is not required.

This training process will take some time and effort on your part. The outcome is another set of trained eyes and hands that can undertake some routine tasks for you, an opportunity to more deeply involve fencers who are looking for a way to make a contribution to the future of the sport, and a way to involve teenage fencers as peer coaches, a proven motivational approach. The fencers you involve in this program will be as well prepared to help you as you make them.

### **Selection Criteria**

Fencers should be selected for Assistant Moniteur (Level 2) training based on knowledge, skills and abilities that indicate a high probability the individual will be an effective assistant to the professional coach. Seniority, competitive success, or amount of time as a fencer are not automatic indicators of a successful instructor. The following factors should be considered objectively:

- Ability to follow directions
- Physical fitness and quality of technical execution of fencing skills
- Ability to communicate verbally and by movement
- Knowledge about fencing, in general, and the skills to be taught in particular
- Organizational skills
- Reliability
- Maturity
- Genuine enthusiasm for fencing and for their role as an instructor
- Discretion and the ability to respect confidences
- Trustworthiness

### **During the Apprenticeship**

- Before starting the apprenticeship, your candidate must complete the following steps:
  - Join the USFCA
  - Undergo Safesport and Background check certification through USA Fencing (if over age 18).



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- The candidate should fill out the Training Log and the Teaching Log to be found in the *Assistant Moniteur (Level 2) Club Pathway Workbook*. You should initial each line at the conclusion of the training or teaching session.
- Once the candidate has completed the 20 hours of Training and 20 hours of Supervised Teaching, upload pages 1 and 5 of the *Assistant Moniteur (Level 2) Club Pathway Workbook* using the QR Codes found in the workbook