



November 2023

## IBU COACH EDUCATION - SECOND-LEVEL COURSE

### Terms & Conditions

#### 1. PREAMBLE

- 1.1. The Second Level Course, for most coaches, is a course that takes existing advanced skills and knowledge gained from a greater experience of coaching and gained informally from the sports field, or while being an athlete at a high level, and develops more excellent depth knowledge.
- 1.2. It has been designed to enhance candidates' experience with the principles and practices of shooting, skiing, and safe and ethical coaching of biathlon sessions to juniors and early seniors using the activities provided through this course program, equipping coaches with the necessary skills and resources.
- 1.3. All IBU courses are facilitated to maximize candidate involvement in a high-quality learning environment. This is achieved by blended educational activities that involve online education, group workshops in the classroom and at the biathlon venues, discussions, and the opportunity to practice under the leadership of approved IBU educators and international experts.
- 1.4. The IBU Second Level Coach is considered equivalent to the International Council for Coaching Excellence (ICCE) Coach role. Please read the [IBU Coaching Framework](#) for more information.

#### 2. CONTENT

- 2.1. With the support of the IBU Academy Working group, the content of the Second Level Course was split up into the following practical and theoretical modules:



- a. Shooting
- b. Skiing Technique
- c. Equipment
- d. Biathlon Performance
- e. Applied Training Science
- f. Psychology
- g. Exercise Physiology
- h. Recovery and Prevention
- i. Nutrition
- j. Coaches Soft Skills
- k. The Business of Sport
- l. Biathlon Integrity
- m. Mentoring

2.2. The content will be adapted depending on the level of education of the Coach.

2.3. Coaches will have to complete practical lessons with IBU Educators as well as mentorship with mentors provided by the IBU.

2.4. The IBU has the right to change and adapt the content of this course at any time.

### **3. APPLICATION**

#### **3.1. Application process**

3.1.1. The application process is open to every National Federation member.

3.1.2. Each NF Member may apply for a maximum of two (2) candidates. Should an NF Member apply for two (2) candidates, they may not be of the same gender.

3.1.3. Every application must be done via the [IBU SCOPE](#) online application system.



- 3.1.4. Deadline for applications will be announced on [IBU Academy's website](#) and all NFs will be informed via IBU SCOPE.
- 3.1.5. Applications containing inaccurate or incomplete information may be declined.
- 3.1.6. Each Second Level Course is limited to a maximum of 20 participants and a minimum of 15 participants is required to run the course.

## 3.2. Key requirements

- 3.2.1. Every candidate must meet the following requirements to be considered for participation in an IBU Second Level Course:
  - a. Completion of IBU First Level Course or equivalent;
  - b. Coaching athletes with a minimum of five (5) years on a national level;
  - c. Sports university or equivalent education;
  - d. Desire and aptitude for coaching, with a passion for helping and supporting others;
  - e. English spoken and written at an intermediate level (B1);
  - f. Ability to fully participate in the course and complete all required assessments;
  - g. Ability to complete all online tasks via the IBU e-learning platform;
  - h. Proof of sufficient liability and accident insurance;
  - i. Potential to positively impact biathlon coaching and development in their region and country;
  - j. Agree to abide by the IBU Conditions of Participation for IBU Academy Courses;
  - k. Letter of recommendation from the NF the Coach is affiliated with;
- 3.2.2. The candidates must upload a language check video after provisional selection on the IBU e-learning platform. The IBU may interview the candidates regarding their English skills.
- 3.2.3. Course certificates equivalent to the IBU First Level Course issued by other organizations may be recognized by the IBU Academy working group. This will be done on a case-by-case basis.



## 4. COURSE CONDUCT

### 4.1. E-learning Platform

- 4.1.1. The content of the IBU Coaches Education will be provided on the E-Learning Platform "[Learning Suite](#)". Learning materials and assessments that are to be completed will be available on the platform.
- 4.1.2. Participants of the Coaches Education courses will get access to this content for the time of their education.
- 4.1.3. Upon acceptance of their application, participants will be issued with an IBU e-learning password and username. Such passwords and usernames must be used by the concerned participants only.
- 4.1.4. Participants will be required to complete online tasks and assignments before and after the respective course weeks. Participants will be informed appropriately. Failure to do this may result in the participant being removed from the course.
- 4.1.5. After appropriate preparation time, participants must complete an exam after course weeks 1 and 2, with a maximum of three attempts each. If the exam is not passed after three attempts, the participant will be excluded from the IBU Second Level Course and the NF must cover 50% of the total course costs.



## 4.2. Course Events

4.2.1. The IBU will provide courses for all education levels according to their respective syllabus in force. The syllabus for the Second Level Course can be found [here](#). The IBU will announce the courses in time via the [IBU Academy's website](#) and [IBU SCOPE](#).

4.2.2. The following events are planned for this level:

- Week 1: 14-18 September 2024                      Oberhof (GER)
- Week 2: April 2025                                      Lillehammer (NOR)
- Week 3: June 2025                                      Otepää (EST)

4.2.3. The remaining education hours of the syllabus will be covered by e-learning in the IBU Learning Platform "[Learning Suite](#)" and by a minimum of 4 mentoring meetings.

4.2.4. Participants must accomplish 80 % of the in-person courses, 100 % of the e-learning tasks, and 100 % of mentoring meetings.

## 4.3. Withdrawal

4.3.1. In case the participant doesn't meet the requirements from Article 3.2, the IBU reserves the right to withdraw a participant from the course.

4.3.2. In case of late cancellation (1 month before the first course day) or a withdrawal during the course period, the NF must cover the total course costs.

4.3.3. The IBU reserves the right to withdraw a participant from the course in the event that such participant has breached the IBU Integrity Code.



#### 4.4. **Certificate**

- 4.4.1. The IBU will issue an IBU Certificate upon completion of the course.
- 4.4.2. The recipient of such a certificate will be eligible for the Third Level Course.

### 5. **COSTS AND FUNDING**

#### 5.1. **Course fee**

- 5.1.1. The fee to enter the Second Level Course is € 7.000,00 per participant.
- 5.1.2. The fee must be paid by the NF that nominated the individual (see Article 5.3. for financial support).
- 5.1.3. The fee does not include any accommodation or travel costs.

#### 5.2. **Other costs**

- 5.2.1. The IBU will arrange and cover the participant's accommodation including lunch and dinner for the events listed in Article 4.2.2. of these Terms & Conditions.
- 5.2.2. Besides the travel refund (Article 5.3.3.) no other travel arrangements and/or costs will be covered by the IBU.



### 5.3. Financial support

5.3.1. NFs can apply for financial support from the IBU development support for the participants.

5.3.2. The IBU will apply for the Olympic Solidarity (OS) for Coach education support. In case, a participant is supported by the IOC, the NF/Participant must accept this offer. If approved, it requires communication with the National Olympic Committee (NOC), submitting the application to OS, and reporting travel costs to your NOC.

5.3.3. The IBU will refund the NF Members for each trip (based on the direct distance between the participant's main residence and the course place) to the events mentioned in Article 4.2.2. of these Terms & Conditions the following amount (this doesn't affect Participants with OS support):

- 0 to 250 km € 100,00
- 251 to 500 km: € 200,00
- 501 to 1.000 km: € 400,00
- 1.001 to 1.500 km: € 600,00
- 1.501 to 3.000 km: € 800,00
- 3.001 to 5.000 km: € 1.000,00
- 5.001 to 10.000 km: € 1.200,00
- 10.001 to 15.000 km: € 1.400,00
- More than 15.001 km: € 1.600,00



## Contact Person

For more information about the IBU Academy education and assistance with the application process, please contact the IBU Head of Academy, Gerold Sattlecker at: [gerold.sattlecker@ibu.at](mailto:gerold.sattlecker@ibu.at)

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Place and Date

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Name and Signature of NF Representative (President or Secretary general)

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Name & Signanture of Participant