

## ***GNAS Level 2 Coach Training Interview Information for Candidates***

This information sheet is designed to help you prepare for your Level 2 training course interview. These interviews are friendly, relaxed and are designed to make sure you are fully prepared before you start your Level 2 course. They are the perfect opportunity for you to ask questions you may have about any aspect of the course.

Good luck with your application!

### ***Interview Process Overview:***

The points below outline the interview process that the interviewers will follow during your interview:

1. The interviewers will check you have brought all the correct documents from the candidate checklist.
2. The interviewers will talk through your candidate questionnaire with you, asking you questions about your answers.
3. You will have the chance to ask any extra questions you might have at this stage.
4. You will be asked to leave the interviewers, who will then discuss your application. During this time the interviewers will decide one of the following options for your application:
  - Accept you onto the course
  - Conditional acceptance on to the course, providing you complete a short action plan before the course begins
  - Referral to a future Level 2 course after you have completed a long term action plan
  - Refusal, which will happen in only the most serious of circumstances
  - Further investigation required before making a final decision
5. The interviewers will invite you back to give you their feedback and inform you of their decision. Any action plan will be made with you, with a set timeline for completion.
6. If you have been refused, you have the right to appeal to your CCO. The NCO education will also be informed.

## Candidate Checklist:

What you must indicate at interview	Evidence you must bring to interview
Valid GNAS Membership	GNAS membership card (or you must confirm you have up to date membership if your current card has not arrived yet)
Up to date CRB check	Date of issue of your CRB disclosure. (You are not required to show your disclosure form to anyone - this is confidential. However, you must provide the date of issue on the certificate).
Up to date Level 1 coach qualification	GNAS membership card / Level 1 certificate
Up to date work record for last 12 months	Completed work record summary for last 12 months with signatories (see below)
Support from your club	Letter of support from your club, signed by the Chairman, Secretary or Treasurer (please use sheet below)
Information about experience as a coach and archer; commitment to the course	Candidate questionnaire completed
Application form	Completed application form
Reference	Reference form completed by a qualified GNAS Coach / Level 2 Coach or above, who can vouch for your coaching skills and suitability for the Level 2 training course (please use sheet below)

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## ***Letter of Support from Club***

Ref: application to join Level 2 Coach Training Course

Name of Applicant \_\_\_\_\_

Name of Club \_\_\_\_\_

Address of Club \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The (name of club) \_\_\_\_\_ endorse the application of (Name of Applicant) \_\_\_\_\_ for the Level 2 coach training course. The club understands that an important aspect of the training course is 'supported practice', where candidates develop their skills coaching real archers in the club environment. The club will allow, and work with, the applicant to arrange supported practice activities during their training.

Signed by

Chairman / Secretary / Treasurer

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*Intentionally blank*

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# ***Letter of Support from a Coach***

Ref: application to join Level 2 Coach Training Course

Name of Applicant \_\_\_\_\_

Name of Coach \_\_\_\_\_

Coach Status \_\_\_\_\_

(Coach/County/Senior/Level 2/Level 3/Level 4/CCO/RCO)

Address of Coach \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

I have known the Applicant for \_\_\_\_\_ years

I have worked with the Applicant in the following capacity (circle all that apply):

Course Organiser    Mentor    Coaching colleague    Tutor    Assessor

Number of times I have seen the Applicant coaching \_\_\_\_\_

Please add anything that might be relevant to the application overleaf.

I would confirm that the applicant in my view would make a good Level 2 coach.

Signed by

Signature: \_\_\_\_\_

Date: \_\_\_\_\_