**Subject:** New CADS Certification Program October 6, 2015

**To:** All CADS Members

**From:** Susan Hughes, President and Tommy Chevrette, Technical Committee Chairman, CADS

We are pleased to announce that CADS will implement changes to the Instructor Certification Program this fall. In this document you will find information on the key changes, and what they’ll mean to current CADS Instructors.

## Why is the CADS Instructor Certification Program changing?

The changes to the CADS Instructor Certification Program will ensure that CADS continues to set the standard for safe, effective technical instruction, and to provide opportunities for more people with disabilities to safely experience adaptive snow sports to the best of their abilities. These changes also ensure that the CADS Instructor Certification Program:

* Is consistent across the country,
* Is consistent with the CSIA / CASI methodology,
* Is consistent with the Alpine Canada Long-Term Skier Development, and with other partners,
* Is consistent with and supported by an improved, up-to-date instructor manual, and
* Encourages succession planning for Course Conductors, Examiners, and Senior Examiners.

## Key Changes

## *Modular Approach to Level I and Level II Certification*

* Additional instruction has been added to the Level I and Level II Certification
* Level I and II certification can be taken as a full course, or by modules.
* Each module has a specific focus and they are:
	+ 3-Track / 4-Track Module (3&4T)
	+ Visually Impaired Module (VI)
	+ Sit-ski Module (SS)
	+ NEW! Autism Spectrum Disorder/ Cognitively Impaired Module (ASD/CI)
* In order to achieve each level of certification, all of the modules for the level must be passed.
* If an instructor does not complete all of the modules in a given level, he or she will be considered a specialist in \_\_\_\_\_\_\_\_\_\_\_\_\_\_(name of the module). Moreover, participant will not be able to advance to the next level of certification until all of the modules at the current level are successfully completed.

## *Simplified Certification Levels and Certification Requirements*

* Volunteer :
	+ Volunteers are allowed to teach if trained properly and under the supervision of a qualified instructor.
* New Certification Levels are as follows:
	+ Level I Instructor
	+ Level II Instructor
	+ Level III Instructor
		- Level III Course Conductor
	+ Level IV Instructor
		- Level IV Examiner
* There will no longer be a Level IIA Certification. Current Level IIA Instructors are encouraged to complete the remaining Level II Modules (ASD/CI), and to pursue Level III certification.
* New Level III and Level IV Instructor certification requirements ensure that senior instructors have broad skills and experience and become CADS ambassador.
* New Level III Course Conductor and Level IV certification requirements ensure that those delivering certification courses are effective, competent teachers and ambassador.

## *Cost Structure*

|  |  |
| --- | --- |
| CADS Course Fee (Full Course) | $50 |
| CADS Course Fee (per Module) | $20 |
| Electronic Manual in PDF format | $5 |
| Hard Colored Copy Manual (OPTIONAL- available upon request) | $25 + Shipping |

* The CADS course fee reflects the cost of developing and maintaining the certification program and manual over time.
* All participants are required to purchase a manual, either in electronic PDF format or hard colored copy. The manual contains information for all modules, and all levels, and need only be purchased once.
* Divisions may charge additional course fees to cover expenses related to courses.

## What does this mean for current CADS Instructors?

Our current instructors are our most valuable resource; we believe that these changes to the certification program will benefit you and your students. It is our goal to retain all existing instructors as we move to the new certification program; therefore, **all current CADS Instructors will have two years to complete the remaining modules in their level with no CADS Course Fees.**

## *Example 1. Current Level I Instructor*

*Jane is a Level I Instructor under the old certification system. She has two years (from Fall 2015 to Fall 2017) to complete the new modules in the Level I Program (ASD/CI and Sitski) with no CADS Course Fee; her only cost will be the $5 Electronic PDF manual, and any additional fees charged by her Division. Until Jane has completed the remaining modules she remains with the previous Level 1 certification title but is unable to take CADS level 2 Certification. Once Jane has completed those additional modules, she is certified as a Level I Instructor under the new CADS Certification System, and is now able to take the full course or modules offered for Level II.*

*If she doesn’t pursue the additional modules to complete the full Level 1, she remains with the level 1 certification which will be transferred to Specialist CADS Level 1 in 3 Track, 4 Track, VI.*

*Finally, Jane may also choose to take the modules 3 Track, 4 Track and VI of the CADS Level 2. If she meets the requirements, she would then become a Specialist CADS Level 2 in 3 Track, 4 Track, VI.*

## *Example 2. Current Level II Instructor*

*Pierre is a Level II Instructor under the old certification system. He has two years (from Fall 2015 to Fall 2017) to complete the new modules in the Level II Program (ASD/CI and SitSki) with no CADS Course Fee; his only cost will be the $5 Electronic PDF manual, and any additional fees charged by his Division. Once Pierre has completed those additional modules, he is certified as a Level II Instructor under the new CADS Certification System, and is now able to move forward to take the training to become a CADS Level III Instructor.*

*Should Pierre doesn’t pursue the additional modules to complete the full Level II, he would become a specialist CADS Level II in 3 Track, 4 Track, VI.*

## *Example 3. Current Level IIA Instructor*

*Marie-Claude is a Level IIA Instructor under the old certification system. Under the new system, she is now considered a Level II Instructor. She is strongly encouraged to complete the new module in the Level II Program; she has two years (from Fall 2015 to Fall 2017) to complete the new modules in the Level II Program (ASD/CI) with no CADS Course Fee; her only cost will be the $5 Electronic PDF manual, and any additional fees charged by his Division. Once she has completed the additional module, she is strongly encouraged to take the training to become a Level III Instructor and to apply to become a Course Conductor.*

*Should Marie-Claude doesn’t pursue the additional modules to complete the full Level II, she would become a specialist CADS Level II in 3 Track, 4 Track, VI and SitSki.*

## When will the new CADS Instructor Certification Program be implemented?

The program will be introduced at the fall pre-courses (See CADS Web site for more information). The manuals will be made available to all Course Conductors at that time, and will be available online for CADS members to purchase. Watch your email and the CADS website for updates as we move towards ski season.

## Questions?

Just ask! Please email your questions to the CADS managing director Christian Hrab [christian@disabledskiing.ca] , and we’ll do our best to respond quickly. You can also check out the [Frequently Asked Questions](#_Frequently_Asked_Questions) below and on our website.

## Thank You

We owe a huge thank you to the CADS Technical Committee; they have invested an enormous amount of time and passion to develop this Instructor Certification Program and the accompanying manual. Also, I’d like to thank all of the CADS members; without your feedback and input, these positive changes would not have been possible. Together, we will create more opportunities for more people with disabilities to safely experience adaptive snow sports to the best of their abilities.

Sincerely,

Susan Hughes

President, CADS

Tommy Chevrette

CADS Technical Committee Chairman

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## Frequently Asked Questions

## *Why do I need to take all of the modules, if I’m only interested in teaching a specific type of student?*

1. If you wish to specialize then only the specialist module is recommended. However, by learning all of the modules, you’ll have a stronger grasp of the key concepts in instruction for adaptive snow sports. Even if your focus is on students with a specific disability, the skills learned in other modules will make you a more capable and confident instructor.

Also, by making all modules mandatory to become a CADS Certified Instructor, we ensure that all CADS Instructors have a consistent training and that the certification represents a consistent standard for technical excellence across Canada.

## *I’m currently a Level IIA Instructor; can I complete the remaining Level II Modules and do my Level III certification this year?*

1. Yes! Once you’ve successfully completed the remaining Level II Modules, the instructor is encouraged to pursue the Level III certification, and is welcome to do so in the same year.

## *Why is the cost per CADS Course going up?*

1. The old certification program had a cost of $20 per course; Divisions may have charged the instructor candidates more in order to cover the costs of running each course that includes the Course Conductor Fees. There are ongoing costs to delivering the CADS Certification Program, and updating the program manual as new information and equipment becomes available. It is our hope that current and future CADS instructors see the increased value and rigor of this Certification Program. In order to encourage current instructors to take the remaining modules in their current levels, we have waived the CADS Course Fee for those modules for two years.

## *I’m a Level I Instructor and would like to take the remaining modules to be a Level I instructor in the new Certification System. However, I’m not able to do so in the next two years, as I’m going to be out of the country. Can I still take the remaining modules at no cost in winter 2017-18?*

1. We appreciate that there may be extenuating circumstances that keep current instructors from being able to complete the remaining modules at their level within two years at no charge. However you will still be able to take the remaining modules after that two years period, and modules fees will apply.