

TEACHER COURSE CONDUCTOR COMPETENCY EVALUATION

TEACHER COURSE CONDUCTOR CANDIDATE: _____ DATE: _____

"CERTIFIED" TEACHER COURSE CONDUCTOR (EVALUATOR):

HIGH FIVE TRAIN THE TRAINER

Please attach a photocopy of certificate for High Five Train the Trainer certification.

- COMMENDABLE
- QUALIFIED
- NEEDS IMPROVEMENT

COMMENTS:

PLANNING / KNOWLEDGE

The candidate:

- Prepared an agenda for the Full Teacher Course (26 hrs)
- Prepared a lesson plan for practical mini presentations amongst peers
- Organized the facilitation to flow smoothly
- Incorporated unique and innovative facilitation ideas
- Used time efficiently

- COMMENDABLE
- QUALIFIED
- NEEDS IMPROVEMENT

COMMENTS:

PRESENTATION SKILLS

The candidate:

- Is responsible
(has control of class at all times, ensures a safe environment, has equipment readily available)
- Is knowledgeable
(is aware of SEARS I Can Swim content, teaches to the level of the candidates and challenges them, can answer questions or find out answers)

- COMMENDABLE
- QUALIFIED
- NEEDS IMPROVEMENT

COMMENTS:

- Provides effective communication**
(uses a clear audible voice, provides concise instructions, provides positive feedback to each candidate, body language demonstrates care, concern and interest in the class, motivates the candidates)
- Demonstrates effective Facilitation**
(positive tone of voice, changes the activity when appropriate, animated facilitation (gains and maintains the attention of candidates))
- Provides Active Facilitation**
(incorporates educational / skill building games into course, utilizes a variety of teaching methods to ensure the candidates can hear and see them)

COMMENTS:

APPRENTICESHIP

The candidate:

- Successfully completed Pre-Course Responsibilities**
(as assigned by certified course conductor)
- Successfully completed Course Responsibilities**
(as assigned by certified course conductor)
- Successfully completed Post-Course Responsibilities**
(as assigned by certified course conductor)

- COMMENDABLE
- QUALIFIED
- NEEDS IMPROVEMENT

COMMENTS:

APPRENTICESHIP RESPONSIBILITIES:

IN ORDER FOR A CANDIDATE TO BE A CERTIFIED TEACHER COURSE CONDUCTOR THEY MUST APPRENTICE A TEACHER COURSE (MINIMUM OF ONE) WITHIN THE YEAR OF TAKING THEIR TEACHER COURSE CONDUCTOR COURSE.

AN APPRENTICE TEACHER COURSE CONDUCTOR WILL BE RESPONSIBLE FOR THE FOLLOWING ADMINISTRATIVE RESPONSIBILITIES FOR THE SEARS I CAN SWIM TEACHER COURSE.

PRIOR

- THE TEACHER COURSE CONDUCTOR AND APPRENTICE TEACHER NEED TO BE IN CONTACT TO ESTABLISH THE ROLE, RESPONSIBILITY AND EXPECTATION OF THE APPRENTICE TEACHER THROUGHOUT THE COURSE.
- THE APPRENTICE TEACHER WILL NEED TO CONTACT THE HOST FACILITY TO CONFIRM FACILITY ARRANGEMENTS, POOL AND ROOM SET UP, NEEDED EQUIPMENT AND NAMES OF PARTICIPANTS IN THE COURSE. AS WELL SEARS I CAN SWIM HEADQUARTERS WILL NEED TO BE CONTACTED IN A TIMELY FASHION TO INFORM THEM OF THE SCHEDULED COURSE AND TO ORDER NEEDED MATERIALS.

DURING

- THE APPRENTICE TEACHER NEEDS TO BE PREPARED TO FACILITATE AND/OR CO-FACILITATE PART OF THE COURSE. THE FOLLOWING ARE THE MODULES THEY WILL BE TEACHING OR CO-TEACHING :
- HIGH FIVE PART 3
- SWIMMING MODULE 1- BASIC SKILLS
- SEARS I CAN SWIM AWARDS AND ADMINISTRATION
- SWIMMING MODULE 5-WATER SMART

POST

- INVOLVED IN THE EVALUATION OF SEARS I CAN SWIM TEACHERS BASED UPON THE COMPETENCY BASED EVALUATION FORMS.
- RESPONSIBLE FOR THE POST COURSE ADMINISTRATION WORK AND DOCUMENTATION THAT IS TO BE SUBMITTED TO SEARS I CAN SWIM HEADQUARTERS.