



Program Assistant Training

Name of club here

Date of training here



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Agenda

- Importance of PAs
- Roles and responsibilities
- PA qualities
- Our CanSkate program
- On-ice training



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Importance of PAs

- Assist the coaching team
- Enhance program delivery
- Role model for the skaters
- Friendly face
- Help the club build membership
- Spread the joy of skating!



Roles and Responsibilities

- Demonstrate skills
 - Important! Correct demonstration is a must!
- Help lead warm-up, group activity and cool-down
- Help skaters on and off the ice
- Help set up ice, clean up ice
- Watch for safety (close doors, holes, skate laces, etc.)
- Help with name tags
- Lead your group from station to station
- Supervise your group
- Assist coach during lesson



Roles and Responsibilities

- Maintain circuits
 - re-draw, re-arrange teaching aids, etc
- Reinforce coach's lesson and teaching points
- Assist any skater who needs help
- Record time for skaters doing speed drills
- Set up the Fast Track
- Praise, praise, praise!
 - high fives, good job, terrific, you did it!! And more!
- Smile!
- Bring your enthusiasm to the ice



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Who Does What?

Name of PA	Assignment
Rebecca	Red Group
Bob, Carrie	Blue Group
Suzie	Orange Group
Sally	Purple Group
Jennie, Dylan	Fun Zone
Christine	Set up Fast Track
Rebecca, Suzie	Help skaters get on/off the ice
Sally	Set up stations and circuits
Bob	Play music
Jennie, Carrie	Hand out colouring sheets at the end of the session
Everyone	Clean up



Dealing with Difficult Skaters

- **Shy**

- Ask questions
- More hands-on assistance (gently)
- Develop a connection
- Lots of praise

- **Crying**

- Find something of interest (e.g. teaching aid, prop)
- Hands-on assistance
- Lots of praise



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Dealing with Difficult Skaters

- **Pushy, aggressive**
 - Clear expectations of what is acceptable and what is not
 - Safety first
 - Praise for good behaviour/work
 - Present them with challenging tasks
- **Afraid**
 - Lots of encouragement and praise
 - Ask questions
 - Find something of interest
 - Hands-on assistance



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Dealing with Difficult Skaters

- Do not attempt to carry a skater
- Eye-to-eye level contact
- Always remain calm, pleasant
- Keep tone of voice at normal level
- Friendly, smiling face
- Other ideas?



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Demonstration of Skills

- Skaters pick up good and bad habits based on what they see
- Demonstrate skills correctly
- Emphasize the most important part of the skill



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Key Areas of Skill Performance

- Knee bend
- Side of blade pushes
- Head up
- Core is stable
- Arms move naturally
- And more knee bend!



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Things to Remember...

- Conduct on the ice
 - no personal skating practice
- Lower yourself to look eye-to-eye with young skaters
- Know the names of your skaters
- Always check in with your coach
- Use an enthusiastic and polite tone of voice
- Keep an eye on your surroundings
- Always encourage, praise and SMILE!



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Praise!

- Great job
- Fantastic
- You did it
- Wow
- Awesome
- Terrific
- Way to go
- Unbelievable
- Sooo much better
- Look at you
- All right
- High five
- Thumbs up
- You got it
- So good
- Yes!

Qualities of a Great PA

- Patient
- Good communicator and demonstrator
- Enthusiastic
- Team player and a good role model
- Responsible
- Punctual
- Prepared and organized
- Able to lead groups, encourage skaters, offer praise
- Able to keep skaters moving while having fun



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Our Program

- Warm-up
 - List songs here, explain choreography
 - e.g. Let's Get Loud = full perimeter skating, clapping, knees up forwards and backwards and "fast as you can"
 - e.g. Let's Twist Again = Centre circle, rotational twists on spot, ½ turn, one foot, other foot, backwards, forwards ½ turn jumps on the spot, hands up, hands down, etc.
- Lesson time
 - List # of groups here, how they will rotate, what stations will be on the ice – timing
 - e.g. 4 groups on the ice (Purple, Red, Orange & Blue). Blue Group is Pre-CanSkate and will need help getting to the centre of the Fun Zone (during warm-up). Purple, Red, Orange groups will start at a station (one group per station).
 - 3 stations on the ice, 1 Fun Zone, 1 teaching station, 1 review station
 - Groups will rotate every 10 mins (clockwise)
 - Blue group stays in the same area for now



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Our Program

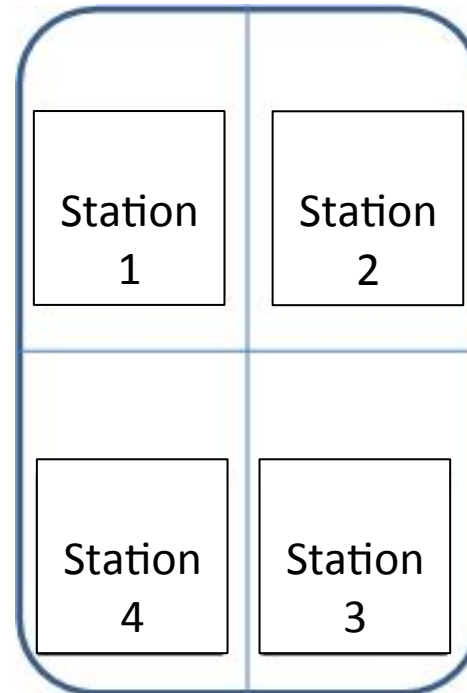
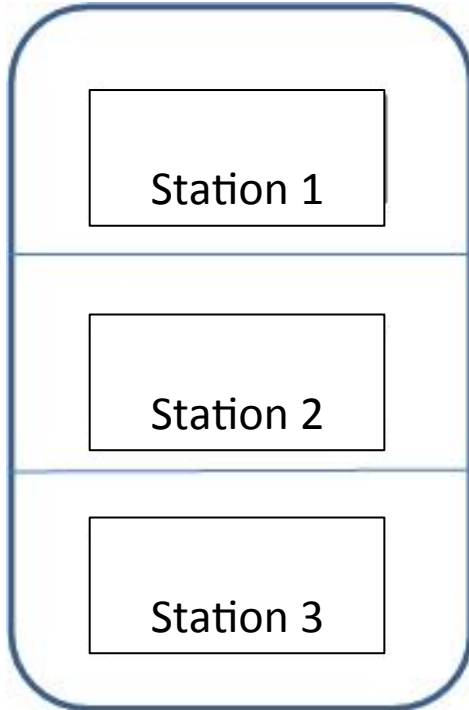
- Group activity
 - List songs here, explain choreography
 - e.g. Locomotion = fwd sculling around the rink to pick up all the skaters (arms in a train motion). Progress to bwd sculling, fast sculling, skinny sculls, large sculls, etc.
- Cool-down
 - List song here, explain choreography
 - E.g. Believe = full perimeter, long strokes, long glides on one foot, moving stretches like drags, toe touches, side stretches, big arm circles with deep breaths, etc.



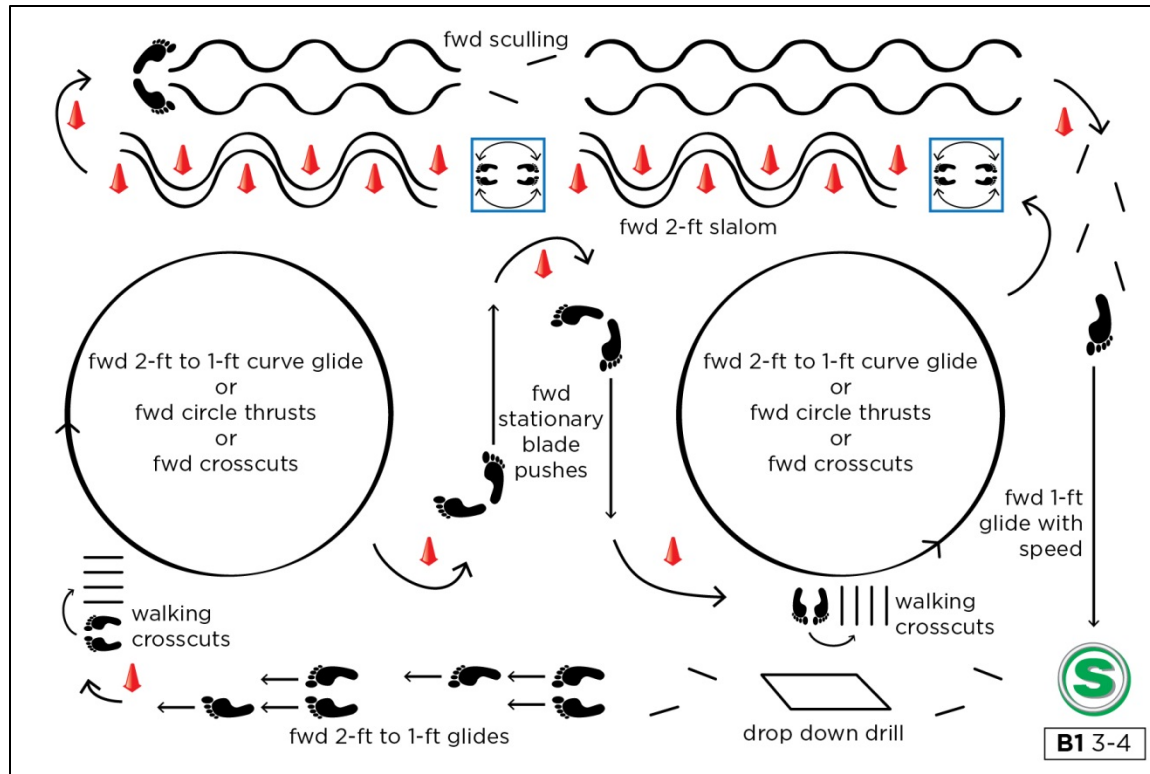
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Ice Format

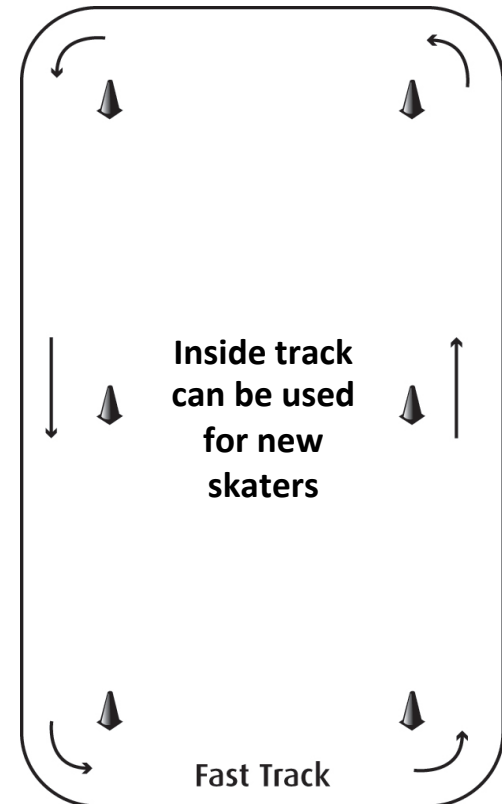


Circuits



Fast Track

- Track or pathway around full perimeter of ice
- Provides opportunity to explore speed, length of stride, gliding ability and agility



On the Ice Today...

- Learn warm-up, group activity & cool-down
- Review CanSkate skills
- How to set up a circuit
- How to draw or use signs to indicate skills
- Different ways to use teaching aids and props
- Practice station rotation plan



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Questions?



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