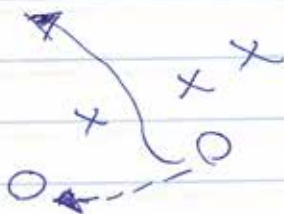




EHF COACHES LICENSING

A Tribute to the Next Generation

Implementation Manual 2014/15





Editor (responsible for content) EHF Methods Commission [Jerzy Eliasz]

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FOREWORD



Jerzy Elias
EHF Methods Commission
Chairman

Looking back, it has been 14 years since the first members signed the "RINCK" Convention in April 2000. Ever since the European Handball Federation (EHF)/ the EHF Methods Commission (MC) and especially the Signatory Nations themselves have undertaken extraordinary efforts to improve and develop the EHF Coaches Convention.

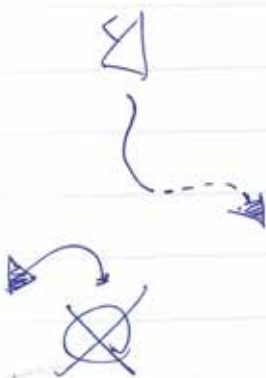
We would like to convince all current non- signatories to join the "RINCK" Convention. The complete success is possible only with the greatest number of signatory nations. The membership to the "RINCK" Convention ensures the exchange of ideas and information between all signatory Member Federations.

The education of coaches is one of the most important factors that decisively influence the development of handball. Handball as a sport goes forward and we need to work out some new educational methods. The EHF Coaches Licensing System facilitates the efficient operation of the educational process. Thanks to the new regulations we are provided with the information about the number of coaches, and we can also influence the labour market in this area as well as increase the mobility of coaches in Europe.

Over the past few years, the EHF in close cooperation with the national federations has organised courses for coaches on a biannual basis, the EHF Open Master Coach and Licensing Course.

The Methods Commission's proposal in connection with an appropriate development plan and implementation guidelines with regard to the mandatory EHF Coaches Licensing in EHF National Team and Club Competitions as of the 2014/15 season was presented to the Executive Committee and approved by the EXEC in September 2013 as follows:

- Mandatory EHF Coaches Licensing from the 2014/15 season onwards for the EHF's European Cup competitions and the EHF Champions League, EHF EURO Events including qualification and Younger Age Category European Championships based on Category 3 of EHF RINCK Convention
- Comprehensive information to all EHF Member Federations on various occasions and by means of an EHF information manual
- Making non-signatory nations join the EHF RINCK Convention either as Category 2 or 3 countries
- Administrative cooperation between EHF and Member Federations on the implementation of the system by means of a new registration process on the one hand and the set-up of a data base on the other.





In the upcoming 2014/15 competition season [=transition period] flexibility will be provided by the following means:

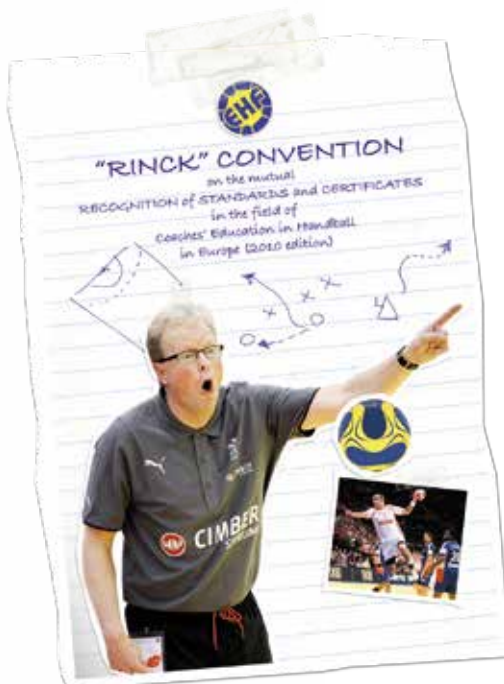
- Exemptions for EHF RINCK Convention Category 2 nations (this concerns signatory nations currently on Category 2, such as England, Ireland and Malta) or non-signatory Category 2 countries
- Exemptions for young Younger Age Category European Championship coaches, currently in their educational process, who will receive a temporary license until 2015/16 including an educational option

In order to grant these exemptions the national coaching level/category and a CV outlining the coaching level (category) of the respective coaches have to be confirmed and submitted to the EHF by the respective national federation [EHF Coaches Licensing Application Sheet].

We do think that we have a common responsibility of starting this process together as “a tribute to the next generation”.

Thank you! Good luck!

Jerzy Eliaz



<http://ebook.eurohandball.com/EHFRinckConvention2010/>

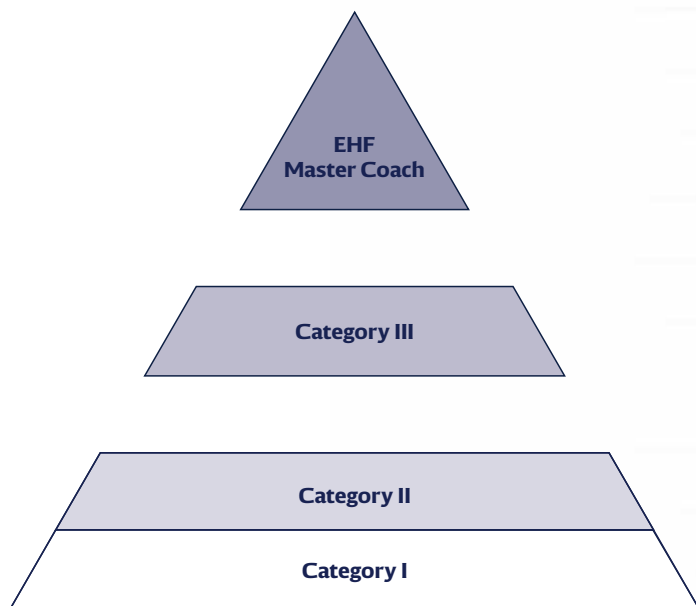
I) BASICS – TERMINOLOGY/DEFINITIONS

1. RINCK Convention (EHF Coaching Convention) - 2010 edition

The objective of this convention is the mutual recognition of standards and certificates in the field of coaches' education in handball in Europe by preserving and safeguarding the regional and national characteristics of coaches' education, in order to facilitate the direct admission to work as a handball coach, in each signatory Member Federation.

4 CATEGORIES = EUROPEAN UNION (EU) STANDARDS OF THE FUTURE

Illustration of the basic principles



Category I and II are to be determined by the National Federation.

Category III remains also entirely in the responsibility of the National Federation.

EHF Master Coach Certificate (including the preconditions of category III) will be awarded by the EHF.





	EHF MASTER COACH	III	II	I
Hours of education (minimum)	160	200	180	60
Theory (approximately) (in the conference room)	40%	50%	50-60%	30-40%
Practical (approximately) (on the field)	60%	50%	40-50%	60-70%

Active coaching experience minimum two (2) years between each category.

General Information on the Structure of Training Categories for Coaches

Category	Federation courses	Direct way to Institutional course	Direct way to University studies
I	<ul style="list-style-type: none"> • minimum age: 16 years • course minimum: 60 hrs • certificate directly after examination • 2 years coaching experience 	↓	↓
II	<ul style="list-style-type: none"> • minimum age: 18 years • course minimum: 160 hrs • certificate directly after examination • 2 years coaching experience 	<ul style="list-style-type: none"> • minimum beginner age: 18 years • course minimum: 600 hrs • after examination certificate "category II" 	<ul style="list-style-type: none"> • minimum beginner age: 18 years ↓
III	<ul style="list-style-type: none"> • minimum age: 20 years • course minimum: 200 hrs • certificate directly after examination 	<ul style="list-style-type: none"> • minimum beginner age: 18 years • National Top Level Seminar (60 - 80 hrs) with certification • after examination certificate "category III" 	<ul style="list-style-type: none"> • course minimum sport sciences: 1200 hrs + handball specific: 1200 hrs • after examination certificate "category II" ↓
	<ul style="list-style-type: none"> • 3 years coaching experience ↓	<ul style="list-style-type: none"> • 3 years coaching experience ↓	<ul style="list-style-type: none"> • after 2 years coaching experience certificate "category III"
IV EHF Master Coach Certificate	<ul style="list-style-type: none"> • minimum age: 23 years • course minimum: 160 hrs (sport sciences and handball specific) • certificate directly after examination ↓ <ul style="list-style-type: none"> • continuous education 		

Category I and II are to be determined by the National Federation.

Category III remains in the responsibility of the National Federation.

Upon achievement of category IV the EHF awards the EHF Master Coach Certificate (with the preconditions of category III).

Areas of Competence

Areas of competence	I	II	III	IV
Competition Coaching:				
1. Analyze the competitive situation	X	X	X	X
2. Formulate goals for the competitive situation		X	X	X
3. Coaching during the competitive situation	X	X	X	X
Preparative Coaching:				
4. Plan the workout		X	X	X
5. Prepare the workout		X	X	X
6. Conduct the workout	X	X	X	X
7. Instruct during the workout	X	X	X	X
Managing and Communicating:				
8. Manage in relation to the workout / match		X	X	X
9. Co-ordinate in relation to the workout/match		X	X	X
10. Supervise in relation to the workout/match			X	X
11. Communicate in relation to the workout/match	X	X	X	X
Developing and Innovating:				
12. Explore and implement new developments			X	X
13. Research aspects which are relevant to the practice of coaching			X	X
14. Personal development	X	X	X	X
Teaching New Coaches:				
15. Develop appropriate educational modes in relation to the needs			X	X
16. Provide education to new coaches			X	X
17. Assessment of the competence of new coaches			X	X



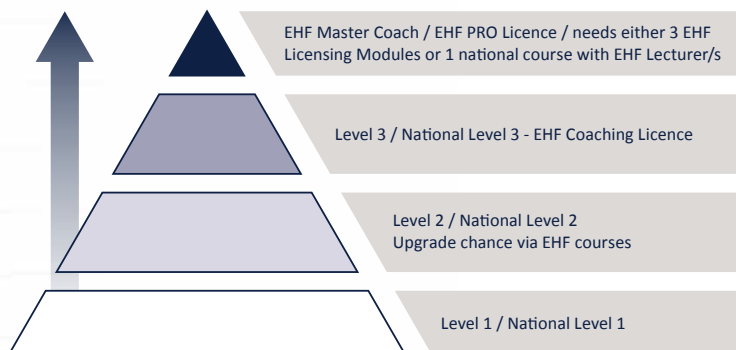
2. EHF Master Coach

[compare current list of EHF Master Coaches on <http://www.eurohandball.com/ehf-officials>]

The title Master Coach as defined in the EHF "RINCK" Convention is valid for lifetime, whereas any kind of EHF Licence has an expiration date, e.g. EHF PRO Licence - validation two years plus two more years as transition.

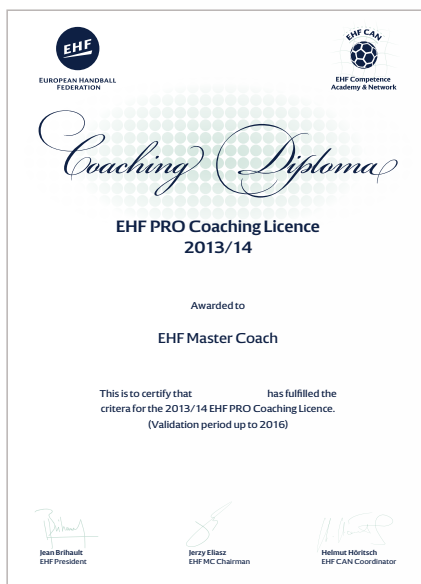


3. EHF Coaches Licensing System [related to 'RINCK' Convention]



4. EHF PRO Licence

All current EHF Master Coaches receive the highest EHF License [PRO License] automatically, whereas as of 2014, any coach who receives the title nationally has to attend either an EHF Licensing Course (3 modules + thesis) or the EHF has to be involved in all national Master Coach and Licensing course modules by nominating 2 EHF lectures.



5. EHF Coaching Licence for EHF Competitions as of 2014/15

EHF Coaching Licences are awarded to all Category 3 Coaches of the "RINCK" Convention Signatories registering for EHF Competitions in 2014/15.

- From EHF RINCK Convention to EHF Coaches Licensing (EHF Competitions as of 2014/15)

EHF RINCK Convention	2012 EHF Coaches Licensing
Current EHF Master Coaches	EHF PRO Coaching Licence (2013/14)*
Future EHF Master Coaches (Current RC Category 3 coaches)	Need either 3 EHF Licensing Modules or 1 NAT Master Coach course with EHF Lecturer(s) for EHF PRO Coaching Licence
RC Category 3	EHF Coaching Licence for EHF Competitions only**
RC Category 2	Upgrade chance via EHF courses
RC Category 1	

* Validation period up to 2016 subject to the attendance of an EHF (or EHF recognised) further training course in international handball.

** Validation period for the respective EHF competition season



The form is titled "Coaching Diploma" in a large, elegant script font, with "EHF Coaching Licence" in a smaller, bold, sans-serif font below it. At the top, there are three logos: the EHF logo (a blue circle with "EHF" in white), the Federation logo (a yellow square with "Federation logo" in black), and the EHF CAN logo (a blue circle with a handball and "EHF CAN" in white). Below the logos, the text "Awarded to" is followed by a yellow box containing "Name / 3 letter Federation code". Below this, the text "This is to certify that" is followed by a yellow box containing "Name". Below this, the text "has fulfilled the criteria for the Coaching Licence as of 2013 in agreement with the" is followed by a yellow box containing "Full Federation name". Below this, the text "Federation stamp and / or signature" is followed by a yellow box. At the bottom, there are three signatures: Jean Brihaute (EHF President), Jerzy Elias (EHF MC Chairman), and Helmut Hörlich (EHF CAN Coordinator).

6. EHF Coaching Achievement Award (Category 3 & higher in terms of RINCK Convention)

to be awarded to renowned, but not 'active' coaches on request by National Federations (maximum number of requests per federation: 5)

II) IMPLEMENTATION – ‘RINCK’ CONVENTION/ CERTIFICATION AND LICENSING

1. RINCK Convention Membership

Principle:

- By becoming a signatory to the existing EHF Coaching convention, the nations and the European Handball Federation aim to coordinate the contents and standardise a coaches' education programme in Europe while still observing working freedom as well as recognising vocational training within the signatory nations.
- The signatories, who are Member Federations of the European Handball Federation agree to observe the terms and conditions, stated in this convention, concerning standard guidelines for a coaches' education programme in Europe. They guarantee that these rules, fixed as a minimum requirement, are adopted within the Member Federations.
- It shall be a definite objective to achieve a compatibility of education systems among the signatory nations in order to facilitate the direct admission to work, as a handball coach, in each signatory Member Federation.
- Coaches' education has to focus, proportionally, on the criteria of continuous development and innovation.

Procedure of accession:

- The question of whether coaches' education in a Member Federation fulfils the requirements determined by the individual categories will be examined in accordance with a pre-defined procedure [see article IX, § 3].
- The Methods Commission is the responsible body for the fulfilment of all admission requirements. The Methods Commission shall also carry out communication with the EHF Executive Committee.
- Following the examination of the national coaches' education programme, a report shall be submitted to the Executive Committee. A decision will be met after the results have been considered and the respective Commissions have been consulted concerning the possible admission or refusal.

Application requirements:

1. Member Federations wishing to access and sign the convention shall announce their intention by submitting the respective application to the EHF.
2. The correspondence with the EHF shall be carried out in one of the three official EHF languages (English, German or French).
3. National coaches' education programme regulations as well as explanations concerning administrative procedures shall be submitted to the EHF.
4. The admission procedure, based on the documents presented, will be initiated by the EHF and the necessary examinations and controls shall subsequently be arranged by the competent bodies.





5. Following all examinations, a report will be presented to the EHF Executive Committee and a decision, based on the fore-mentioned criteria, will be met.
6. Upon becoming signatory to the convention all signatories agree to recognize all EHF Master Coach Certificates from other signatory nations. In accordance with the guidelines stated in this convention coaches' courses for top level coaches may then be held.

2. National Master Coach Courses (2012-14)

National Master Coach Courses up to now or planned:

- 2012/13 HUN
- 2013 SLO
- 2013 DEN
- 2013 NOR
- 2014 POL
- 2014 SWE

3. EHF Open Master Coach and Licensing Courses

The EHF has started offering Open Master Coaches and Licensing Courses for further personal training and promotion. EHF Open Master Coach and Licensing Courses up to now:

2012 EHF Open Master Coach and Licensing Course

- 1st module SRB
- 2nd module AUT
- 3rd module SRB

2014 EHF Open Master Coach and Licensing Course

- 1st module DEN
- 2nd module HUN
- 3rd module HUN / CRO

Based on RINCK Convention, each Category 3 signatory nation is allowed to host their own Master Coaches' Courses in addition to the aforementioned EHF Open Master Coaches' Courses.



III) IMPLEMENTATION / EHF LICENSING IN EHF COMPETITIONS AS OF 2014/15

1. National Team Competitions (YAC, EURO Quali, EURO) and Club Team Competitions (EC, CL)

In September 2013 the EHF Coaches Licensing System was approved by the EHF Executive Commission (ExeC) subject to clear guidelines for implementation (including transition period criteria/exemptions) worked-out by the EHF Methods Commission.

As of the season 2014/15 all clubs and national teams taking part in EHF competitions, including European Cup Competitions, Champions League, EURO Qualifications and EURO Events (Senior and YAC) shall be obligatorily coached by licensed coaches corresponding to category 3 of RINCK Convention (as a minimum).

Coaches from clubs or national teams from Category 2 signatories or non-signatories must have the highest national coaching level (to be confirmed by the respective National Federation) and shall receive a temporary licence by EHF after submitting their coaching career CV to EHF (EHF coaches' education form).

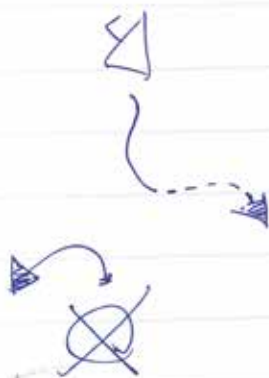
Season 2014/15: European Cup, Champions League, EURO Qualification, EUROS, Young Age Category EChs → **EHF Coaching Licence = RINCK Convention Category 3**

2. Transition Period Exemptions

Transition period solutions (temporary licences) up to the 2015/16 season

- Minimum Requirement RC Category 3 (=EHF Coaching License) for Category 3 Signatories and RC Category 2 for Category 2 Signatories (= highest national coaching education)
- YAC National Team Competitions Men and Women: temporary licence for young coaches in the 2014/15 season - obligatory as of 2015/16*

**1 more year for individual educational update on national level*



IV) IMPLEMENTATION – COACHES LICENSING ON NATIONAL LEVEL (Example POL)

1. Preconditions

According to the act of law dated 13 June 2013, a sport coach can become everyone, who

- is minimum 18 years old
- has higher, secondary education
- has a basic knowledge, experience and abilities to become a coach / sport instructor
- has never been sentenced with no further right of appeal for a crime described in the paragraph no.25. [Dz. U. Nr 127, poz. 857, z późn. zm.39]

In this legal state, the only document qualifying to be a handball coach in Poland is a Coaching Licence issued and prolonged by the Polish Handball Federation only.

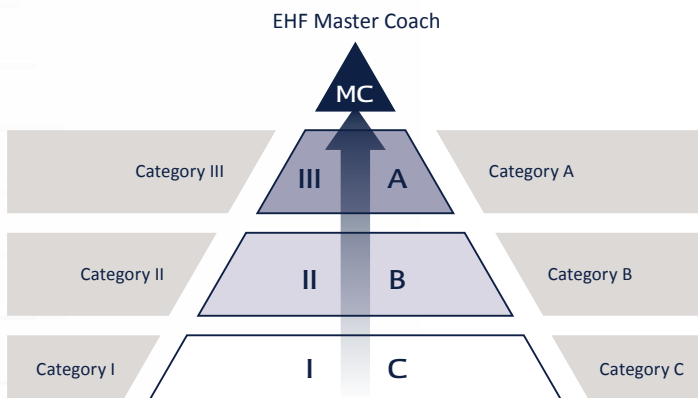
2. Coaches licensing system in Poland

Polish Handball Federation [ZPRP] distinguishes 3 licence-categories for handball coaches:

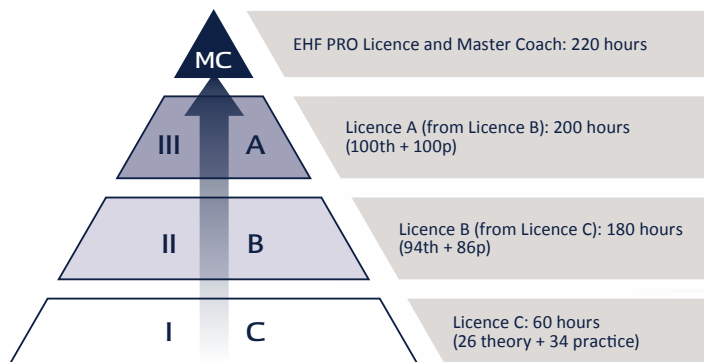
- **Coaching Licence - Category A**
Authorizes to lead: club teams in all divisions, all national teams.
- **Coaching Licence - Category B**
Authorizes to lead: teams playing in the 2nd division and lower senior divisions, youth teams
- **Coaching Licence - Category C**
Authorizes to lead teams playing in all the youth classes.

Coaching licences are issued and extended by the ZPRP Sport Director. [Coaching Licence - Category C, in consultation with the ZPRP Sport Director, can be issued by the local board.]

EHF Licensing System / POL Licensing System



Criteria - Number of hours





V) IMPLEMENTATION – REGISTRATION/ ADMINISTRATION

1. Cooperation EHF - National Federations

Cooperation EHF – National Federations (NATs) as of the 2014/15 season

Basic principle:

The EHF Office requests official confirmation of coaching level/category of the responsible coach from National Federations when registering for EHF Competitions (or CV with coaching education data in case of YAC coaches in the transition period). All EHF Competition regulations will be adopted accordingly.

“1 EHF Licensed Coach per Team Principle”

Prior to confirmation the National Federations have to break down the national education level of their responsible club/ national coaches in EHF Competitions to RC Category 3 (or Category 2) and confirm this to EHF. In case of young YAC coaches skill in the educational process they shall provide coaches CVs to EHF in order to facilitate the issuing of temporary licences.

Added Value for National Federations and EHF Licensed Coaches in the future

- EHF Coaching Licence for EHF Competitions
- EHF Coaches' Database (to be implemented by EHF via the EHF Family Portal)
- EHF Coaching Web Portal (to be implemented by EHF via the EHF Family Portal)

2. Registration – EHF Coaches Licensing Application Sheet

- EHF Coaches Licensing Application Sheet to be filled-in by the club / NAT
- EHF Coaches Licensing Application Sheet to be confirmed and submitted to the EHF by the NAT (Compare Annex 1)

3. DEL Reporting

Obligatory remark by the EHF delegate on the match report if the licensed coach is not among the officials.

- Administrative follow-up with clubs and NAT by EHF
- Flexible handling in the transition period 2014/15

4. EHF Coaching Licences - Validation Period

EHF Pro Licence (2+2 years)


Renewal by attending IHF Coaching Course, EHF Top Coaches Seminar, National Coaches' Clinic with EHF/IHF Lecturers

EHF Coaching Licence (limited to the respective competition/season)


Renewal by new registration/ confirmation for the respective EHF competition/ season

VI) ANNEXES

1. EHF Coaches Licensing Application Sheet



EHF CAN
EHF Competence
Academy & Network



EHF
EUROPEAN HANDBALL
FEDERATION

EHF COACHES LICENSING APPLICATION SHEET
EHF Competition Season 2014/15 (up to 31.07.2015)

Coach Information	
EHF Competition / Title / Phase:	
Club/ (country 3 letter code):	
National Team/ (country 3 letter code):	
First Name:	Surname:
Male <input type="checkbox"/> Female <input type="checkbox"/>	
Date of Birth:	Nationality:
Postal Address:	
E-mail Address:	
Coaching Education Data	
EHF Master Coach	YES <input type="checkbox"/> NO <input type="checkbox"/>
EHF Pro Licence	YES <input type="checkbox"/> NO <input type="checkbox"/>
National Coaching Licence of (country 3 letter code):	
National Category / Level:	Since:
Years of Coaching Experience:	
University Track Handball Education:	
Concluded <input type="checkbox"/>	In:
National Federation Confirmation	
National Federation of (country 3 letter code):	
EHF RINCK Convention Signatory:	YES <input type="checkbox"/> NO <input type="checkbox"/> Category / Level: 2 <input type="checkbox"/> 3 <input type="checkbox"/>
This is to confirm that the handball coaching education of Mr./Mrs. _____	
complies with the requirements of the EHF RINCK Convention Category	
2 <input type="checkbox"/>	3 <input type="checkbox"/> Master Coach <input type="checkbox"/>

National Federation:

Stamp & Signature

Please send to: brantl@eurohandball.com

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FROM EHF 'RINCK' CONVENTION TO EHF COACHES LICENSING MINIMUM REQUIREMENTS

'RINCK' Convention (2000-2014) = EHF Coaching Convention

2010 Edition - 4 Categories

34 Signatories: AUT, BLR, BUL, CRO, CYP, CZE, DEN, ENG, ESP, EST, FRA, GER, GRE, HUN, IRL, ISL, ITA, LAT, LUX, MKD, MLT, MNE, NED, NOR, POL, POR, ROU, RUS, SLO, SRB, SVK, SUI, SWE and TUR

EHF RC Master Coach [4th Category] =
Lifetime title

EHF Coaches Licensing (2012-14)

- EHF PRO Licence [2+2years]= RC Master Coach 4th Category
- EHF Coaching Licence = RC Category 3 (validation period- responsibility of NAT)
- EHF Coaching Achievement Award (on request by NAT)

National RC Master Coach + Licensing Courses
EHF Open Master Coach & Licensing Courses

2014

- EHF Invitation to join RC Convention - (mandatory) submission of National Coaching Education Structure
- EHF MC approval
 - EHF Nations Meeting 5/2014
 - EHF Ordinary Congress 9/2014 (signing options)

EHF Coaches Licensing in EHF Competitions

- EHF Implementation Manual 2014/15
- EHF Information at the SG Conference/ POL, 4/2014
 - Mandatory EHF Coaches Licensing as of 2014/15 Season
 - EHF European Cup, ECH Regulations adaptation
- EHF National Team Competitions
- EHF Club Team Competitions

COOPERATION EHF - NATIONAL FEDERATIONS

EHF Database
Coaching WEB Portal

Mandatory 2014 EHF Coaches Licensing
Adaptation of EC, CL, ECH Regulations
by EHF + Registration forms
"1 Licenced Coach per Team' principle"

RC Category 3
Cross Checking by NAT
• registration(team officials' on squad list)
and confirmation by NAT

Exampntions

- Temporary Permissions

EHF administration

EHF COMPETITION COACHES REGISTRATION 2014/15

1. Registration NATIONAL Team Competitions - NAT - EHF
2. Registration Club Team Competitions - Club - NAT - EHF

Confirmation by NAT concerning "1 Licenced Coach per Team' principle"

34 Signatory nations of the RINCK Convention

Map showing the National Federations that have signed the RINCK Convention and the year that it was signed.

