



Alberta Equestrian Federation Website Listing – Vaulting **Instructors/Coaches/Trainers**

In order to be listed on the Alberta Equestrian Federation Website as a Vaulting Instructor/Coach/Trainer the following items must be provided to the Alberta Equestrian Federation, and kept up to date at all times:

- Proof of current Alberta Equestrian Federation Membership held at all times
- Copy of a current Criminal Record Check on file at all times
- Copy of a current Standard First Aid with Level C CPR certificate on file at all times
- Signed copy of the Equine Canada Code of Ethics
- Signed Copy of the Equine Canada Code of Conduct
- Signed copy of the AEF Privacy Document
- Copy of Vault Canada/ EVABC / AEVA certificate on file
- Completion of the Making Ethical Decisions (MED) Online Evaluation through the Coaching Association of Canada (CAC) – one time requirement – Competition Introduction
- Completion of the Making Head Way in Sport Online Module through the Coaching Association of Canada (CAC)
- Copy of Certificate of Participation - NCCP Equestrian Theory Course

Any other documentation the candidate wishes to provide such as professional updating documentation, certificate upgrades, letters of reference, additional professional and related equestrian documentation, can all be added to candidates files. Candidates are responsible for ensuring that these requirements are up to date at all times to remain listed on the Alberta Equestrian Federation Website as at Vault Instructor/Coach. Certification will not be displayed without proper documentation being provided. Vaulting coaches will be able to log into their AEF account online and see their certification credentials at any time, as well as may receive electronic correspondence from the AEF office.

Note: Vaulting Instructors/Coaches/Trainers are required to adhere to their programs required professional updating as outlined by Vault Canada/EVABC/AEVA.