

2025 EC ENGLISH COMP COACH SPECIALIST EVALUATION CHECKLIST

**QUESTIONS?
CONTACT COACHING@HCBC.CA**

**ALL APPLICATIONS MUST BE SENT TO
COACHING@HCBC.CA
OR 27336 FRASER HWY, ALDERGROVE, BC V4W 3N5**

✓	DOCUMENTS TO SEND WITH APPLICATION	✓	PROOF OF EC REGISTERED OR LICENSED COACH STATUS
	HCBC Membership		Standard First Aid - 16 hour in person or blended course
	Equestrian Canada Bronze Sport License (minimum) Plus proof of status		EPIC Search
	Proof of eligibility requirements, program portfolio and Yearly Training plan		Vulnerable Sectors (if born before 1986)
	Lesson plan 1 Teach a topic that the horse and rider already knows but needs to improve		Proof of Insurance (2,000,000.00 CGL) Proof of Insurance (100,000.00 Professional Liability) OPTIONAL
	Lesson plan 2 Teach a lesson to introduce a specific skill		2 Reference Letters
	Emergency Action Plan		Signed Screening Form
	Signed Medical Form (in person evals only)		EC Fostering Healthy Equestrian Relationships
	Payment		EC Concussion Training
✓	EC/NCCP TRAINING (✓	
	Make Ethical Decisions Online Evaluation (mandatory)		APPLICATION
	EC/NCCP Long Term Equestrian Development		Must be a minimum 21 years of age
	EC/NCCP Analyzing Equestrian Performance		Medical Form (for in person evaluations)
	EC/NCCP Plan a Practice		Must be submitted 30 days prior to evaluation date
	EC/NCCP Design an Equestrian Sport Program		VIDEO EVALUATION
	EC/NCCP Manage an Equestrian Sport Program		Waiver for demo students
	ADDITIONAL RECOMENDED TRAINING		Video Declaration form
	EC Lunging Foundations Training Course		Link to YouTube video (once lesson plans are marked)
	Mentor with an EC Certified Coach		



HORSE COUNCIL BRITISH COLUMBIA