

## 2025 EC INSTRUCTOR EVALUATION CHECKLIST (DRIVE, ENGLISH, WESTERN)


### QUESTIONS?


CONTACT [COACHING@HCBC.CA](mailto:COACHING@HCBC.CA)

ALL APPLICATIONS MUST BE SENT TO

[COACHING@HCBC.CA](mailto:COACHING@HCBC.CA)

OR 27336 FRASER HWY, ALDERGROVE, BC V4W 3N5

<div style="background-color: #d9d9d9; padding: 5px;"><b>✓ DOCUMENTS TO SEND WITH APPLICATION</b></div> <div style="padding: 5px;">HCBC Membership</div> <div style="padding: 5px;">Equestrian Canada Bronze Sport License (minimum)</div> <div style="padding: 5px;">EC English Learn to Ride/Drive Levels completed English Rider 6, Western Rider 4, Driver 12</div> <div style="padding: 5px;">Group Mounted Lesson Plan (from discipline list of topics)</div> <div style="padding: 5px;">Group Jump Lesson (for Jump Component)</div> <div style="padding: 5px;">Group Stable Management lesson (from list of topics)</div> <div style="padding: 5px;">Emergency Action Plan</div> <div style="padding: 5px;">Signed Medical Form (in person evals only)</div> <div style="padding: 5px;"><del>Payment</del></div> <div style="background-color: #d9d9d9; padding: 5px;"><b>✓ EC/NCCP TRAINING</b></div> <div style="padding: 5px;"><del>Make Ethical Decisions Online Evaluation (mandatory)</del></div> <div style="padding: 5px;">EC/NCCP Long Term Equestrian Development</div> <div style="padding: 5px;">EC/NCCP Analyzing Equestrian Performance</div> <div style="padding: 5px;">EC/NCCP Plan a Practice</div> <div style="padding: 5px;">EC/NCCP Design an Equestrian Sport Program</div> <div style="padding: 5px;">EC/NCCP Manage an Equestrian Sport Program</div> <div style="background-color: #d9d9d9; padding: 5px;"><b>ADDITIONAL RECOMENDED TRAINING</b></div> <div style="padding: 5px;">Mentor with an EC Certified Coach</div> <div style="padding: 5px;">Western Region Cohort</div> <div style="padding: 5px;"></div> <div style="padding: 5px;"></div>	<div style="background-color: #d9d9d9; padding: 5px;"><b>✓ PROOF OF EC REGISTERED COACH STATUS</b></div> <div style="padding: 5px;">Standard First Aid - 16 hour in person or blended course</div> <div style="padding: 5px;">EPIC Search</div> <div style="padding: 5px;">Vulnerable Sectors (if born before 1986)</div> <div style="padding: 5px;">Proof of Insurance (2,000,000.00 CGL) Proof of Insurance (100,000.00 Professional Liability)OPTIONAL</div> <div style="padding: 5px;">2 Reference Letters</div> <div style="padding: 5px;">Signed Screening Form</div> <div style="padding: 5px;">EC Fostering Healthy Equestrian Relationships</div> <div style="padding: 5px;">EC Concussion Training</div> <div style="text-align: right; padding: 5px;">  </div> <div style="background-color: #d9d9d9; padding: 5px;"><b>✓ APPLICATION</b></div> <div style="padding: 5px;">Parental Consent if under 19</div> <div style="padding: 5px;">Medical Form (for in person evaluations)</div> <div style="padding: 5px;"></div> <div style="background-color: #d9d9d9; padding: 5px;"><b>VIDEO EVALUATION</b></div> <div style="padding: 5px;">Waiver for demo students</div> <div style="padding: 5px;">Video Declaration form</div> <div style="padding: 5px;">Link to YouTube video (once lesson plans are marked)</div> <div style="padding: 5px;"></div> <div style="padding: 5px;"></div> <div style="padding: 5px;"></div> <div style="padding: 5px;"></div> <div style="padding: 5px;"></div> <div style="padding: 5px;"></div> <div style="padding: 5px;"></div> <div style="padding: 5px;"></div> <div style="padding: 5px;"></div>
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