

Programs ▶ English Instructor Program

The goal of the Instructor Program is to develop an instructor who is capable of teaching at the beginner level, primarily on the flat, in a safe and constructive fashion. It also acts as an introduction to the Equine Canada coaching program.

PREREQUISITES:

Candidates must have completed the following prerequisites prior to applying for the Instructor Assessment, please note that the NEA offers the NCCP and Learn to Teach, check our website for future course dates:

1. Completing the Learn To Ride Program - Old Learn to Ride Level II OR New Learn to Ride Level 6
2. NCCP Multi-Sport Module A
3. Learn To Teach Course
4. Current Standard First Aid Certificate
5. Current NEA Membership and Current [Equine Canada Sr or Jr Associate Sport License](#)
6. Mentor Program
7. Signed Coaching Code of Ethics
8. Signed Acceptance of Risk form
9. Once you have completed all of the above prerequisites, and you are ready to submit an application for an Assessment

CERTIFICATION:

The Assessment consists of a written test, an oral phase covering stable management and bandaging, lunging, and teaching a mounted and unmounted lesson. If the candidate is successful at the Assessment, the NEA will award them an "EC Instructor Program" certificate. If the candidate is unsuccessful, they have 2 years from the date of the assessment to retake the unsuccessful phase(s) only, provided they have received additional mentoring and forwarded proof of such to the NEA.

TO REMAIN CERTIFIED:

In order to remain "active" as an Instructor, successful candidates are required to follow the same Updating Policy & Procedures as certified coaches. Each instructor is required to submit 20 hours of updating for every 3-year period. For the complete updating policy, contact the NEA office. Please note that NEA and EC Memberships along with First Aid Certification must also be kept current.

ASSESSMENT REQUIREMENTS:

Part 1

General Impression

The examiner is to consider the professional appearance of the candidate. Their manner of presentation, maturity and attitude as well as their ability to establish rapport with their students and their demonstrated ability for decision making throughout the assessment is important.

Part 2

Written

The written test has been designed to assess the sound thought process of the candidate in different teaching situations and not their memorizing skills.

Part 3

Oral

Bandages - Stable and polo/exercise wrap. Bandages should be clean and in good repair. Application of a variety of protective boots may also be required.

Tack - Care of tack, fitting, safe maintenance of tack, etc.

First Aid - Candidates should bring a basic first aid kit (both horse and human) to the assessment and know its contents and uses. Questions on treating basic wounds will be asked.

Unsoundness - emphasis should be on scenarios that would occur in a lesson - coughs, tying up, ABCs, etc.

Feeding - basic rules of feeding and feeding in relation to the riding lesson - a very hot horse vs. lazy horse.

Stall and Stable - how to keep a horse safe and happy. Sizes of stalls, door widths, heights for buckets and tie rings, flooring and bedding.

Part 4

Unmounted Lesson

Candidates are to present their lesson topics as if instructing a group of students. A list of possible teaching topics is provided on the following page.

Part 5

Mounted Lesson

A lesson plan should be submitted for the mounted topic. Candidates should assume that the horses and riders are warmed up and should deal directly with their assigned topic. The aim is to teach a group lesson, identify safety concerns, control of ride, etc.

Part 6

Lunging

The candidate must demonstrate the correct fitting of the tack and equipment and correctly fit all protective boots. Candidates should be able to assess the suitability of the horse for use with a novice rider. The second part is lunging a rider. In this section, the candidate is assessed on their safety technique, mounting procedure and correct adjustment of the stirrups and girth. Candidates should be able to identify basic equitation flaws and determine what exercises could be used on the lunge to help the rider. Lunging with a cavesson, well-fitting halter, or noseband method are all acceptable.

POSSIBLE TEACHING TOPICS

- Unmounted Lesson Topics
- Fitting of helmets and safe riding attire
- Grooming Procedure
- Tack Cleaning
- Proper leading and turning of the horse
- Bridling - Proper fitting and technique
- Saddling - Proper technique and fitting, including girth and breastplate
- Fire Safety - Procedure
- Fire Safety - General
- Foot Care
- Tying a horse properly in the stall
- Blanketing and unblanketing a horse
- Fitting martingales

Mounted Lesson Topics

- Introduce and practice the trot
- Introduce and practice the posting trot
- Introduce and practice the canter
- Introduce and practice a circle
- Introduce and practice a turn
- Introduce and practice changing the rein
- Introduce and practice exercises to practice eye control

- Introduce and practice exercises at the walk to teach steering and control
- Introduce and practice identifying the correct canter lead and how to correct the lead
- Introduce and practice changing the leading file
- Introduce and practice 3-point position at walk & trot
- Introduce and practice 2-point position at walk & trot

Use of games or props should be encouraged, where appropriate.

All Assessments are to be arranged by the NEA.

MENTORS:

Mentors must be a CURRENT, certified Equine Canada Coach 1 or higher who is willing to share their expertise with potential instructors. Potential instructors must contact the NEA office to inform the Coordinator who their Mentor will be and will indicate on their Mentor Form who their Mentor will be through the entire process of certification. In exceptional cases (moving, changing coaches) candidates may change Mentors but may not use one Mentor for certain tasks and another Mentor for other tasks.

Please keep in mind that the Instructor Program Mentoring hours is a minimum guideline. Depending on experience, some candidates may require further mentoring in order to be able to teach up to the required standard.

Recommended Reading for the Instructor Program:

~ Stable Management in Canada~

~ English Coach 1 Manual~

Please Note: Candidates are required to bring their own equipment, all clean and in good repair (please do not assume that the facility will have equipment for you):

- Bandages (polo/exercise and stable)
- Lunging – lunge line, lunge whip, side reins, boots, gloves, etc.
- First Aid kits for both horse and human
- Teaching tools (games/props) for your mounted and unmounted lessons
- Pens and paper for the written test