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## *CAF A Coaching Course pre-entry selection guidelines*

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### **Preamble:**

Within the framework of CAF Coaching Convention and specifically article 6 and 7 detailing rights and obligations of a member of the convention and with the aim of setting and maintaining the quality of CAF A Coaching Course, FUFA hereby issues the following guidelines for pre-selection and suitability of candidates to attend CAF A Diploma.

### **A. Pre entry Criteria**

While selecting candidates for CAF A Coaching course to be organized by FUFA in Kampala Uganda, it shall be essential to consider various criteria to ensure that participants have the required profile with necessary skills, experience, and potential to benefit from the course and succeed as top-level coaches.

The following shall be considered:

#### **1. Eligibility**

In line with article 16 and 19 of CAF Coaching convention. Particularly the candidate to be considered for pre-selection shall adhere to;

- i. Hold a B diploma from CAF or relevant confederation issued within 3 years from current date of A diploma and be an active coach.
- ii. Hold a B diploma from CAF or relevant Confederation issued more than 3 years from current date, have attended a refresher course with current validity, and be an active coach.
- iii. Have practiced as a coach for a minimum of 2 full seasons after acquiring a B Diploma at high level particularly premier division.
- iv. Have practiced as FUFA Coach educator for 2 years
- v. Pass a specific selection criterion set by the Convention.
- vi. Have a diary of coaching experience (detailed CV)
- vii. Have filled relevant online application
- viii. Foreign candidates shall be required to present a recommendation from their respective MA in addition to the above conditions.

#### **2. Additional relevant attributes**

Candidates fulfilling the following additional attributes shall stand a chance for pre-selection to attend a pre-entry assessment for admission into CAF A diploma

- i. Football playing experience: Evaluation of candidates based on their playing experience, especially at competitive levels. While playing experience isn't mandatory, it can provide valuable insights into the game and enhance credibility as a coach.

- ii. Coaching experience: Candidates who are active coaches at top competitive levels in the country with B diploma issued at least 3 years from date of A diploma or with a refresher certificate. Further, prior coaching experience, particularly with teams or players at a competitive level. This could include previous coaching positions held, and duration of coaching experience.
- iii. Education; -Proof of academic qualification i.e. documents from recognized education institution shall be an added advantage for applicants.
- iv. ICT knowledge and skills; - Candidate shall possess relevant ICT knowledge and skills suitable for successful execution of course task. Under this criteria, he/she must, once admitted come with a laptop running a minimum of windows 10 and can connect to WIFI for internet connectivity (this shall be checked upon arrival a day before start of the course). Most of course assignments individual or group shall be presented digitally.
- v. Communication Skills: Evaluation candidates' communication skills, both verbal and non-verbal, as effective communication is crucial for coaching success. This includes the ability to convey instructions clearly, provide constructive feedback, and motivate players.
- vi. Leadership Abilities: Look for candidates who demonstrate strong leadership qualities, including confidence, decisiveness, and the ability to inspire and motivate others. Leadership is essential for guiding teams and individuals towards success.
- vii. Commitment to Development: Assess candidates' commitment to personal and professional development within the coaching field. This could include participation in coaching workshops, continued education programs (online or on-site), involvement in coaching communities and personal coaching equipment.

### **3. Pre-entry assessment**

Candidates who shall attend a pre-entry assessment exam set by FUFA and conducted, online or onsite or both by the course facilitators, assessing the candidate's abilities related to the course modules i.e.

- i. Football Knowledge (Technical/tactical)
- ii. Teaching methodology (Technical/tactical)
- iii. Leadership/Management (specialized)
- iv. Football physiology and anatomy (specialized)
- v. Football science and nutrition (Specialized)
- vi. Laws of the game (specialized)
- vii. Media management (Specialized)
- viii. General Knowledge

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#### **4. Final selection**

Final selection of 25 course participants shall be based on outcomes of the pre-entry assessment

A longer list of 35 with 10 additional candidates shall be kept on standby to replace any of above 25 in any case he/she cannot fulfil course entry criteria within communicated period of time.

Whereas the maximum course intake is 25 candidates, FUFA/organizer reserves the rights to conduct the course with minimum eligible and compliant number of candidates i.e. 15 candidates

#### **5. Foreign participants**

Admission of any foreign candidate who has successfully passed pre-entry assessment exam may be further subjected to CAF's approval

#### **6. Medical and physical fitness**

Candidates who successfully pass pre-entry exams shall be given 14 days to produce a dully signed and stamped declaration of medical and physical fitness from a doctor. Failure to do so shall lead to forfeiture of a slot.

#### **7. Course items**

7.1.FUFA has set to provide the following fully branded course items to the final admitted 25 candidates as part of course fees paid;

- i. A full track-suit
- ii. Two Polo/T-shirts
- iii. 2 field t-shirts
- iv. 2 field shorts
- v. A portable bag
- vi. Individual tactical board

7.2. Additional personal coaching equipment and personal attires shall be a reserve of each candidate admitted. Key items identified in application form i.e. own stop clock, whistle, field boots and class snickers, shall be inspected before entry on reporting day.

#### **8. Course fees and payment terms**

8.1. The course fees shall be as follows:

- i. Ugandan candidates- Four millions five hundred thousand shillings (4,500,000UGX)
- ii. Foreign nationals- Three thousand five hundred US Dollars (3,500\$)

- 8.2. Before reporting to the course venue, full payment or payment of 50% of course fees
- 8.3. At start of second module, payment of balance or 25% of the balance
- 8.4. At start of third module, payment of last 25% instalment

**FUFA Football Development Directorate**

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# FEDERATION OF UGANDA FOOTBALL ASSOCIATIONS-FUFA

## CAF COACHING CONVENTION

Detailed structure & schedule of CAF A 2024



MODULE 1	REMARKS	DATE	VENUE
	Arrival of student coaches at course venue-Official opening	02.06.2024	
BLOCK 1	Course starts with block 1, covers 5 days of class contact hours, Theory and Practical, (8 hours daily)	03.06.2024	FUFA Tech Centre
	Free weekend and 12 days of field practical coaching at own clubs based on assigned theme.	08– 21.06.2024	Own Club
BLOCK 2	Student coaches report back on Saturday and use Sunday for individual presentation of theme-based coaching of the 12 days. 5 days of class contact hours, Theory and practical, (8 hours daily)	22-28.06.2024	FUFA Tech Centre
	End of module 1: Free weekend and 12 days of practical coaching at own club based on assigned theme.	29.06-12.07.24	Own Club
MODULE 2			
BLOCK 3	Students coaches report back at course venue on Saturday and use Sunday for individual presentation on assigned theme.	13 - 14.07.2024	
	5 days of class contact hours, Theory and practical, (8 hours daily)	15-19.07.2024	FUFA Tech Centre
	Free weekend and 5 days of practical coaching in own Club with a course theme.	20-26.07.2024	Own Club
BLOCK 4	Students coaches report back at course venue use Saturday and Sunday to do individual presentation based on assigned theme.	27-28.07.2024	FUFA Tech Centre
	5 days of class contact hours, Theory and practical, (8 hours daily)	29.07-02.08.2024	
MODULE 3			
BLOCK 5 INTERNSHIP	INTERNSHIP		
	At own club and on given topics on <ul style="list-style-type: none"> <li>Technical/tactical</li> <li>Management &amp; leadership</li> <li>Sports science (exercise science &amp; nutrition)</li> <li>Media engagement</li> </ul>	05-29.08.2024	Own Club
BLOCK 6	Students coach report back at course venue on Friday, use Saturday and Sunday to do individual presentation on assigned theme.	30.08.-01.09.2024	FUFA Tech Centre
	5 days of class contact hours, Theory and practical, (8 hours daily)	02-06.09.2024	FUFA Tech Centre
	Free weekend + 5 days at own clubs for final examination preparations. For practical session and match analysis, each participant leaves with own	07-14.09.2024	Own Club
FINAL ASSESSMENTS			
BLOCK 7	FINAL ASSESSMENT		
	<ul style="list-style-type: none"> <li>Match analysis (presentation)</li> <li>Presentation topic on theory of management</li> <li>Final paper (online) on theory of coaching</li> <li>Final practical session with youth team</li> </ul>	16-20.09.2024	FUFA Tech Centre
CLOSING	Award of attendance certification (not a diploma)		