

Western



Canadian Centre for  
Activity and Aging



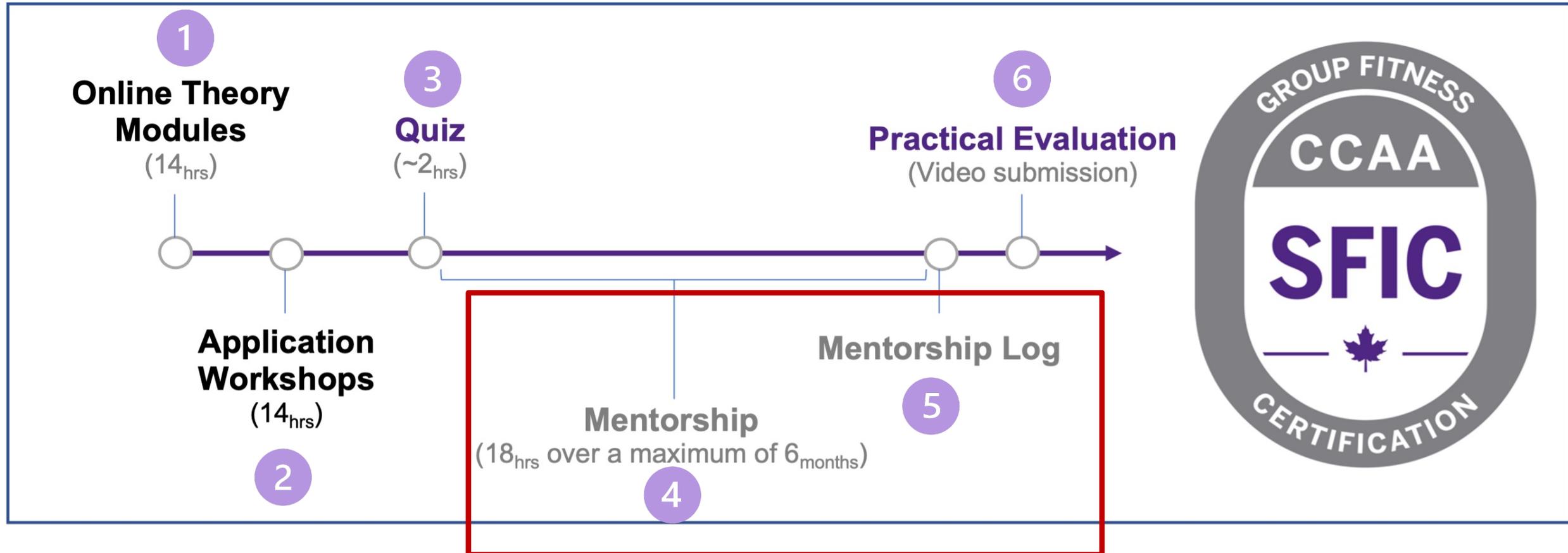
# Mentorship Guide



# Certification Process



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# Mentorship



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-  Supervised application and practice
-  Guided Group Discussion
-  Mentor feedback
-  Local &/or Virtual
-  18 hrs total required
-  6 months to complete (post workshop)

## Types / Options

**Direct** – Min 8hrs

Class Delivery

**Indirect** – unlimited

Mentor discussion

**Peer** – Max 5hrs

with other candidates



# Mentorship Arrangement



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## Eligibility

- Current SFIC instructors
- Recommend a **min** of 1 year of regular class instruction.

## Responsibility

- The **candidate** is responsible for establishing the mentorship arrangement

## Local

- Local/in-person opportunities improve the candidate's success

## Supplemental

- CCAA offers supplemental virtual opportunities 2-3x/month.
- **Not meant to be the only source**

## Assistance

- The CCAA can assist candidates in contacting eligible instructors

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# TYPES OF MENTORSHIP

1. DIRECT
2. INDIRECT
3. PEER



# Direct Mentorship



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“Supervised delivery of group exercise” classes

## Requirements

- **8 hours** minimum (can be all 18)
- **1 full** candidate led class
- **1** candidate observation (max)
- **25%** or more candidate led for remainder of sessions
  - The candidate is expected to increase the portion of time spent leading class as they progress





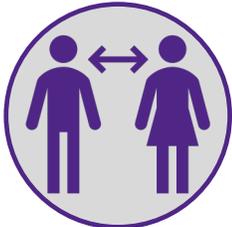
# Direct Mentorship Mentor Responsibilities



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- **Current SFIC instructor**



- **Supervision**



- **Safety**



- **Feedback**

## “Main Mentor”

- Observes full class
- Signs completed Mentorship Log



# In-Direct Mentorship



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“Facilitated discussion or practice with SFIC Instructor”

## No Requirements or Maximum

- Theory /Safety
- Practical Application
- Technique
- Programing
- Shared experiences
  
- **Group Ratio** of 1:6 preferred
- In person or virtual





# In-direct Mentorship Mentor Responsibilities



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- Current SFIC instructor



- **Clarify** concepts and theory



- **Facilitate** topics and discussion



- **Technical** feedback



- Candidate led (not intended to be a passive lecture)

★ **Consult CCAA** ★  
**for clarification  
when required**



# Peer Mentorship



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“Peer led discussion or practice group”

## Maximum of 5hrs

- Theory
- Safety
- Practical Application/Practice
- Programing
- Share experiences
- Recommended that group be 8 or less

## Mentors Responsibilities

- Nothing directly





# Mentorship Log



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## Candidates Requirements

- **Complete/maintain** the log
- Acquire “main” mentors **sign off**
- **Submit** log to the CCAA for review.
- Wait for **confirmation** by the CCAA to begin the final video evaluation component

## “Main” Mentors Requirements

- Supervision of fully candidate led class
- Review candidates' readiness
- Review mentorship log for completeness
- Sign mentorship log



**“ Completed the requirements and is competent/fit to proceed with the final video evaluation process”**





# Video Submission



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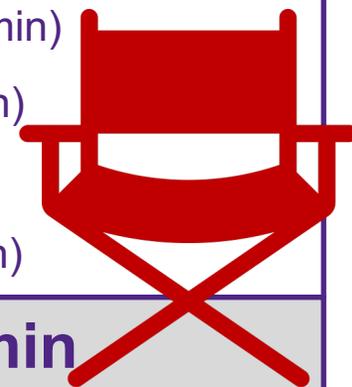
## Demo Video

- Candidate led 60-70min group exercise class
  - **Standard SFIC** structured class
  - Participants are experiencing their **1<sup>st</sup> class**
  - **Beginner to Intermediate** intensity
  - Predominantly done in **standing**
- Graded on standardized marking rubric (guide)

## Standard SFIC Class

- Introduction
- Warm-up (~5min)
- Cardio/aerobic (~20min)
- Cool down (~5min)
- Strength (~20min)
- Balance (~5min)
- Flexibility (~5min)

**~60-70min**



★ Encourage all candidate to use the **Evaluation Making Rubric** ★



# FAQ's



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## How do candidates and mentors get connected?

- Candidates are advised to establish early with local SFIC instructors
- Within current organization
- CCAA can facilitate candidates who are unable to find local SFIC instructors on request
- CCAA Virtual option

## Interested in joining a prospective mentorship list?

- E-mail [ccaa@uwo.ca](mailto:ccaa@uwo.ca)



# FAQ's



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## Can I mentor multiple candidates?

- Yes
- Direct 1:2 (mentor : candidate)
- In-direct 1:6 (mentor : candidate)

## Can candidates work with multiple mentors?

- Yes



# FAQ's



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## Can I get access to the “new content” and forms to ensure I can mentor candidates properly?

- Yes, instructors willing to partner with a candidate will be granted access to the updates content (On-line)
  1. Meet and establish a relationship with a candidate
  2. Complete the mentor/candidate agreement online form.
  3. Once processed, you will receive e-mailed instruction to access the site.



<https://www.uwo.ca/ccaa/education/instructor/mentorship.html>



# FAQ's



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## What if my group fitness class does not adhere exactly to the SFIC structure? Can I still mentor candidates?

- Yes
- **However**, we must remember that the candidates are developing their skills and will be evaluated on the ability to demonstrate a typical SFIC structured class.

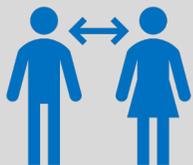
★ Encouraged to always refer to the **Evaluation Making Guide** ★



# Why Mentor Benefits



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- Access to the updated course material
- CEC credits for renewal (2hrs=1CEC)
- Support the development of others
- Link to other mentors
- Build the community and stay connected

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**Thank You!**