



Policy Area: Honorariums	Subject: Learning Facilitator Honorariums
Title of Policy: Coach LF & Judge LF Honorariums	Number:
Effective Date: January 1, 2018	Created by: Sonia Schina (Executive Director)
Approved Date: March 7, 2018 Revision Date: December 12, 2018	Approved by: Ron Ostermeier (President) and 5 others

1. Rationale or background to policy:

BC Archery needs the help of Learning Facilitators (LFs) in order to train and educate new coaches and officials. In addition to time teaching at a scheduled clinic and following an established program, or reviewing the work of those challenging the course(s), LFs spend many hours assisting trainees to achieve their certifications. Tasks may include preparing and organizing documentation, planning demonstrations, gathering supplies, phone calls, emails, reviewing and marking workbooks/exams, etc.

2. Guidelines:

BC Archery shall provide an honorarium to Learning Facilitators of Coaching or Judging courses based on the following procedures. Any judging-related clinic or coaching-related clinic or challenge must be approved in advance by the Judge Chair or Coaching Chair respectively, prior to instruction/review by the LF/MCD. LFs must respect the position they hold and appropriately represent the Association—failure to do so will forfeit any right to an honorarium.

Note: BC Archery will only pay out honorariums to LFs instructing coaches and judges that are BC Archery members in-good-standing.

3. Procedures:

Honorariums will be paid based on the following criteria:

- Judge Learning Facilitator
 - In-person clinics: \$150/day, depending on the depth of the course (1 to 2 days maximum)
 - Online course: \$50 per person
- Coach Learning Facilitator
 - Per in-person clinic: \$550 (2-day clinic, 1 day for preparation)
 - Per challenge (based on amount of work required by the LF):
 - Instructor of Beginner: \$200
 - Instructor of Intermediate: \$400 (includes coach evaluation)
 - Note: Challenges may only be facilitated by persons certified as a Master Coach Developer (MCD)
 - It is strongly recommended that the member take instruction through a clinic whenever possible rather than challenge the course

Travel expenses are paid in addition to honorariums, and are based on current reimbursement rates for accommodations, travel and per diems. Reimbursement rates are not detailed in this policy.