

FFA ADVANCED COACHING PATHWAY: Professional Licence Revalidation

The information in this document takes effect from January 1st, 2017.

Overview

The FFA Professional License accreditation is valid (accredited) for three consecutive years, and is governed by the AFC Coaching Convention Regulations.

During this three year period, coaches are required to gain **100 points** of "Continued Professional Development" to have their licence revalidated for a further three years.

If at the end of the three-year accreditation period the coach has not accumulated the required number of points their Professional Licence will no longer be valid and the coach will then be considered to have no current accreditation for the purposes of league regulations.

If a licence is not currently valid, the coach can regain their accredited status by completing 100 points of "Continued Professional Development" within one year of expiry. As soon as 100 points have been gained, a coach's licence will be deemed to be valid.

As per AFC regulations, coaches have one year from the date their license expires to revalidate their license. If the coach does not gain the required 100 points within one year of expiry, they will no longer hold their license and will be required to complete the course again.

Continuing professional development (CPD) is the means by which people maintain their knowledge and skills related to their professional lives.

CPD obligations are common to most professions. Many professions define CPD as a structured approach to learning to help ensure competence to practice, taking in knowledge, skills and practical experience. CPD can involve any relevant learning activity, whether formal and structured or informal and self-directed. The key is that CPD exists to promote continued learning.

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CPD Points Table

Coaches are required to gain 100 points over the three year period that their licence is accredited for. Points can be gained in the following ways:

Completion of a self-development research project (Contact technical@ffa.com.au for guidelines)	100 points
Other Professional Development Courses/Workshops relevant to the role of a Professional Coach	Apply to FFA with details of the course – 25 points per day of learning ¹
Coaching Experience (Registered as a Head or Assistant Coach in a 'professional' league e.g. National Team, A-League, W-League)	Head Coach – 20 points per year Assistant Coach – 15 points per year
Other (e.g. University course, Online Learning, work experience/study visit in a professional environment etc)	Apply to FFA with details of the learning ¹

¹ All applications for the award of CPD points should be sent to technical@ffa.com.au. FFA will determine if the content of the course/learning is at a level appropriate for a Professional Coach.

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Frequently Asked Questions (FAQs)

Which 3 years are counted towards my revalidation?

The 3 years since your licence was either issued or revalidated. You cannot use points prior to your licence being issued or previously revalidated.

Can I work without a valid Licence?

You must hold the qualification required for the position you wish to hold as deemed by the rules relating to the competition or structure in which you seek to work.

Does FFA keep a tally of points each coach has gained?

FFA has records of coaches who attended events from January 1, 2011. Coaches can login to the My Football Club to view the events they've attended from January 1, 2011. However, you are strongly advised to keep records of your attendance in the event of any dispute.

What if I hold an overseas Professional licence?

You will need to follow the revalidation process as set out by the issuing body. FFA cannot revalidate a licence issued overseas. You can have your overseas licence recognized by FFA by downloading and submitting the appropriate form (which can be found on the FFA website). To continue to have your overseas licence recognized, you will need to maintain your license as set out by the issuing body, and reapply to FFA to have your license recognised once this is completed.