



MISIA BELGIUM

Train The Trainer Curriculum

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Belgian Parours Shooting Association

Section I - Train The Trainer – BPSA Objectives



BPSA Training Objectives

Following the MISIA IPSC Education Program, Belgian Parours Shooting Association (BPSA) stresses the need to recognize the value of having trained and certified instructors who are engaged in a dynamic learning system intended to reinforce the quality of the training content around a common core education program organized by MISIA Belgium.

The BPSA “Train The Trainer Curriculum” has been developed to define the specific areas of learning that BPSA training personnel must teach and assess to ensure our members are equipped with the required knowledge, skills and competencies necessary to take part to BPSA and/or IPSC competition as to dynamic shooting events.

MISIA Belgium wishes to guarantee that each level of education corresponds perfectly to the needs and expectations of our athletes at all levels of competition and/or proficiency. Furthermore, BPSA wants to promote a professional image of our sport and to create a uniform standard of safety and quality in the development of IPSC as per MISIA instructions.

The “Train The Trainer Curriculum” is a practical guideline to BPSA Instructors’ assessment, all authoritative and up to date regulations concerning BPSA training and education program are administered and governed by the BPSA Internal Rules, Chapter IV.

BPSA Training Personnel

BPSA recognizes the following training qualifications

- ⌋ Assistant Pistol Instructor (API)
- ⌋ Pistol Instructor (PI)
- ⌋ Pistol Trainer (PT)
- ⌋ National Team Manager (mandated task)

Roles and Duties of BPSA Training Personnel

Assistant Pistol Instructor	Pistol Instructor	Pistol Trainer
Reasonable shooting skills, actively involved in the shooting sports	Advanced shooting skills and involved in the BEL championship	High shooting skills with BEL and INT achievements and performances
Assists Instructor in the delivery of safety and IPSC courses	Organizes, supervises and certifies BPSA SRBSC and IPSC courses	Organizes, plans and coordinates an annual IPSC Training Plan
Supervise routine training and maintain the skill of affiliates	Promote and prepare affiliates for competition in line with IPSC rules	Trains and accompanies advanced performance competitors on IPSC events
Prepares for advancement to Instructor status	Mentors affiliates who wish to develop their training qualifications	Provides advice and guidance on the delivery of performance based trainings
Actively promotes IPSC in and outside his club	Recommends affiliates to pass the Competitor Proficiency Test and referrals for those who do not meet the required standards	Acts as an observer and provide feedback to MISIA Belgium during the CPT, BPSA Seminars and (Assistant) Instructor’s Assessments
	Mentors API and prepares them for PI Assessment	Is involved in and provides support to the National Team Manager for the training of the BPSA National Selection



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Section II - Train The Trainer – Assistant Pistol Instructor Assessment



1. Conditions and Requirements

To be eligible as Assistant Pistol Instructor (API), a BPSA licensee must comply with the following :

- 1.1. Be at least 21 years old,
- 1.2. Be an active BPSA licensee working in a shooting club and/or have some experience to evaluate shooters in the safe use of firearms (e.g : URSTBF, FROS of VSK examiner, ADEPS/SPORT VLAANDEREN Coaches,...).
- 1.3. Have experience in competitive shooting, but must not necessarily appear in the end result of the Belgian Championship.
- 1.4. Be recommended by the President of the BPSA club to which he is affiliated.
- 1.5. Each application will be evaluated and needs to be accepted by MISIA Belgium and this in function of the ratio : Existing API / PI / PT or Coaches versus the number of IPSC shooters in the club and the frequency of the IPSC training sessions.

2. Main Role and Duties

The API takes part in the day to day operation in his club and must be able to :

- 2.1. Promote and encourage members of his club to discover IPSC.
- 2.2. Have a very good knowledge of the federal and regional arms legislations and to endorse the safe use of firearms.
- 2.3. Demonstrate / train novice shooters the basic IPSC skills as per the BPSA Safety Rules and Basic Skills Course (SRBSC).
- 2.4. Supervise and organize periodical basic training sessions in his club in the absence of the PI /PT
- 2.5. Support / guide the novice shooter in his choice of weapon and equipment.
- 2.6. Assist Pistol Instructors / Pistol Trainers in the execution of the set framework when teaching and training IPSC candidates.
- 2.7. Maintain their training competency and prepare for advancement to Instructor status.

3. Application and Registration

- 3.1. MISIA Director Belgium will publish the assessment date(s) on a yearly basis and the email address to be used for registering.
- 3.2. BPSA licenced shooters who wish to apply for the assessment tests have to provide the following information to the MISIA Director : name, first name, BPSA License #, phone number and Email address.
- 3.3. Registration to the API assessment tests is subject to a fee of 30€ per participant in which are included : range cost; beverage and lunch. To be paid on the spot to one of the BPSA officials.
- 3.4. The API assessment is in the language of the candidate (NL - FR)

4. Equipment and Shooting Gear

The following is required when attending the assessment:

- 4.1. Firearm of a calibre greater than or equal to 9mm (.355") with at least four spare magazines.
- 4.2. Holster, belt, magazines, pouches,...
- 4.3. Eye and ear protection is mandatory.
- 4.4. Approximately 100 rounds of ammunition.
- 4.5. Suitable clothing and footwear (no Camo !).
- 4.6. Firearm, equipment and ammunition must be compliant with the IPSC guidelines and regulation.



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Section II - Train The Trainer – Assistant Pistol Instructor Assessment



5. Assessment and Tests

- 5.1. A prerequisite is a thorough knowledge of the BPSA Safety Rules and Basic Skills Course, and basic rules of the IPSC Rule Book. Reading the Pistol Instructor Reference Guide and thus becoming familiar with the learning techniques developed therein is a benefit to be successful during the API test.
- 5.2. On the day of the test the candidate will have to :
 - 5.2.1. Complete a theoretical test.
 - 5.2.2. Complete a live fire test.
 - 5.2.3. Demonstrate how to perform two IPSC skills of his choice based on the contents of the SRBSC. As API, demonstrating is defined as showing and explaining the correct way to perform an activity. MISIA Belgium advises the candidates to :
 - 5.2.3.1. Plan in advance the steps they will use in giving the demonstration, e.g. : *What, Why and How to do it !*
 - 5.2.3.2. Practice the two demonstrations at home from beginning to end until they can do it smoothly and easily.
 - 5.2.3.3. Pace their demonstrations according to the available time.
 - 5.2.3.4. Collect and prepare the necessary materials or equipment iccw MISIA Director.
 - 5.2.3.5. Stick to the key points of the skills to demonstrate and to avoid too many details.
 - 5.2.4. Duration of the assessment is 90 minutes up to 04 candidates for the completion of the required tests (live fire test, skills demonstration and knowledge base).
- 5.3. Taking pictures and/or videos during the assessment is not allowed, unless authorized by the Directing Staff.

6. Test 1 - Theoretical test

- 6.1. The theoretical test consist in a questionnaire of 15 questions (multiple choice) related to the contents of the theoretical test of the Competitor Proficiency Test (70 questions) and SRBSC Handbook.





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7. Test 2 - Live fire test

- 7.1. To pass, the candidate must score sufficiently on each consecutive test to go on to the next test. Upon failure of a test, ONE extra attempt will be allowed. If, after an extra attempt the candidate still fails a test, it's over and done for the remainder of the tests.
- 7.2. A warm-up of 10 minutes is granted to the candidates with dry and live fire exercises of +/- 20 rounds, under supervision of Training Staff
- 7.3. Start Position : Draw from holster (PD & POD guns : D/A – SD & OD guns : S/A)
- 7.4. Scoring of the targets
 - 7.4.1. The number of rounds per string is fixed. Any extra shot will result in the failure of the string.
 - 7.4.2. Value of the scoring zones : A = 5 ; C = 3 ; D = 0

String of fire	Procedure for strings 1 to 5
TEST 2 – String 1 <u>Accuracy free style</u> : 5'	TARGET : 100% DISTANCE : 10m GUN : holstered (see 7.3) RUN : 2 shots in less than 4 seconds REPEAT : 3 times – total shots : 6 SCORE : must score 24 points or higher to pass, total possible points = 30
TEST 2 – String 2 <u>Accuracy free style</u> : 5'	TARGET : 100% DISTANCE : 7m GUN : holstered (see 7.3) RUN : 2 shots in less than 3 seconds REPEAT : 3 times – total shots : 6 SCORE : must score 24 points or higher to pass, total possible points = 30
TEST 2 –String 3 <u>Accuracy Bill drill</u> : 5'	TARGET : 100% DISTANCE : 7m GUN : holstered (see 7.3) RUN : 5 shots in less than 8 seconds REPEAT : no SCORE : must score 22 points or higher to pass, total possible points = 25
TEST 2 String 4 <u>Accuracy strong hand</u> : 5'	TARGET : 100% DISTANCE : 7m GUN : holstered (see 7.3) RUN : 5 shots strong hand in less than 10 seconds REPEAT : no SCORE : must score 15 points or higher to pass, total possible points = 25
TEST 2 – String 5 <u>Accuracy weak hand</u> :5'	TARGET : 100% DISTANCE : 5m GUN : holstered (see 7.3) RUN : 5 shots weak hand in less than 10 seconds REPEAT : no SCORE : must score 15 points or higher to pass, total possible points = 25



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8. **Test 3 – Demonstration of two IPSC skill modules**

- 8.1. Prior to the assessment date, the candidate prepares TWO modules of his choice from the seven imposed modules listed below.
- 8.2. On the assessment date, the candidate demonstrates one or two modules which he previously prepared.
- 8.3. Stage 5 and 7(-) from SRBSC will be evaluated throughout ALL the test modules !
- 8.4. Didactic material and Props available to the candidates during the test are :
 - 8.4.1. Blue gun, duck tap, safety flags, dummy mags and rounds in 9Para, 38 super, 40SW and 45ACP,...
 - 8.4.2. A complete stage set up will be available to the candidates for demonstrating all modules.

<u>Test Modules</u>	<u>Stages to Demonstrate</u>
Module 1) Stage 6 stance, grip and draw
Module 2) Stage 7 loading and unloading procedure, ready conditions
Module 3) Stage 15 sitting and picking up gun and magazines from a table
Module 4) Stage 12 position transitions limited to lateral transitions (L/R) with magazine changes
Module 5) Stage 12 position transitions limited to up range transitions ("Back") with magazine changes
Modules 6) Stage 10 strong and weak hand shooting
Module 7) Stage 11 squatting and kneeling positions, including shooting through apertures from stage 13
ALL Modules) Stage 5 range commands and stage 7 but limited to ready conditions

Any safety breach in the handling of firearms or severe infringement against the IPSC Rule Book will result in the candidate's immediate failure



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Section III - Train The Trainer - Pistol Instructor Assessment



1. Conditions and Requirements

To be eligible as Pistol Instructor (PI), a BPSA licensee must comply with the following :

- 1.1. Be at least 21 years old and have been affiliated with the BPSA for at least three years.
- 1.2. Be an active BPSA licensee working in a shooting club and/or have some experience to evaluate shooters in the safe use of firearms (e.g : URSTBF, FROS of VSK examiner, ADEPS/BLOSO Coaches,...).
- 1.3. Be an active competitor in the Belgian Championship and appear during the previous three years at least one sport season in the final classification of the Belgian championship, attesting to a minimum score of 55% in the concerned Division or Category.
- 1.4. Being in possession of the API certificate
- 1.5. Be recommended by the President of the BPSA club to which he is affiliated.
- 1.6. Each application will be evaluated and needs to be accepted by MISIA Belgium and this in function of the ratio : Existing API / PI / PT or Coaches versus the number of IPSC shooters in the club and the frequency of the IPSC training sessions.

2. Main Role and Duties

The PI takes actively part in the educational program and training operation in his club and must be able to :

- 2.1. Promote and encourage members of his club to discover IPSC.
- 2.2. Have a very good knowledge of the federal and regional arms legislations and to endorse the safe use of firearms.
- 2.3. Support / guide the novice shooter in his choice of weapon and equipment.
- 2.4. Provide instructions and training to novice / regular shooters in the safe use of firearms in his club and in competition in line with the BPSA Pistol Instructor Reference Guide (PIRG) as per the BPSA Safety Rules and Basic Skills Course (SRBSC).
- 2.5. Supervise and organize periodical basic training sessions in his club.
- 2.6. Support and motivate API for further assessment.
- 2.7. Prepare potential IPSC competitors for participation in the BPSA Competitor Proficiency Test (CPT).
- 2.8. Assist Pistol Trainers in the execution of the set framework when teaching and training BPSA Licensees.

3. Application and Registration

- 3.1. MISIA Director will publish the assessment date(s) on a yearly basis and the email address to be used for registering.
- 3.2. BPSA licenced shooters who wish to apply for the assessment tests have to provide the following information to the MISIA Director : name, first name, BPSA License #, phone number and Email address.
- 3.3. Registration to the PI course is subject to a fee of 100€ per participant in which are included : range cost, beverage and lunch for both days of the seminar. To be paid on the spot to one of the BPSA officials.
- 3.4. Pistol Instructor seminar is unilingual (FR or NL).

4. Equipment and Shooting Gear

The following is required when attending the assessment :

- 4.1. Firearm of a calibre greater than or equal to 9mm (.355") with at least four spare magazines.
- 4.2. Holster, belt, magazines, pouches,...
- 4.3. Eye and ear protection is mandatory.
- 4.4. Approximately 300 rounds of ammunition.
- 4.5. Suitable clothing and footwear (no Camo !).
- 4.6. Firearm, equipment and ammunition must be compliant with the IPSC guidelines and regulation.
- 4.7. Be in possession of a copy of the PIRG, a pen and a notepad.



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5. Assessment and Seminar

- 5.1. The BPSA PI Seminar has been developed to define the specific areas of learning that BPSA licensees must teach and assess to ensure our members are equipped with the requisite knowledge, skills and competencies necessary to take part into the periodical trainings in their club and BPSA and/or IPSC competition.
- 5.2. A prerequisite is a thorough knowledge of the BPSA SRBSC, the PIRG and key rules of the IPSC Rule Book.
- 5.3. The PI seminar is a two-day event, which consist out of theoretical and practical workshops.
- 5.4. During the PI seminar potential instructors will receive a series of lectures which include the role and duties of a BPSA Instructor, how to train and teach discipline specific training and newbies' proficiency test.
- 5.5. During the seminar and in addition to the instructional elements of the course, potential instructors will be evaluated on a continuous basis by current MISIA Director, BPSA Committee members and Trainers. The evaluation of candidates is carried out on four levels
 - 5.5.1. Safety : Compliance with safety rules throughout the training and more specifically during dry and live firing exercises.
 - 5.5.2. Dry fire practice : Their ability to understand the instructions and directives that are taught to them, but also their capability to reproduce them correctly and consistently.
 - 5.5.3. Live Fire practice : Their skills in safe weapon handling and live-fire accuracy.
 - 5.5.4. Teaching skills : At the end of day TWO, the candidates will need to be able to demonstrate in detail (Duration 15'to 20') on "How to teach a newbie" on skills referring to the PIRG. Module of skills to demonstrate will be defined for each candidate by "lucky draw" on day ONE of the course during reception.
 - 5.5.5. Schedule of the seminar : Agenda may slightly vary depending on various constraints.

DAY ONE		DAY TWO	
09.00 – 09.30Hr	Reception	09.00 – 12.00Hr	Live firing
09.30 – 12.00Hr	Theory – Lectures	12.00 – 12.30Hr	Lunch
12.00 – 12.30Hr	Lunch	12.30 – 14.00Hr	Live firing
12.30 – 17.00Hr	Dry fire practice	14.00 – 16.30Hr	Exams
17.00 – 17.30Hr	Q&A - End of day One	16.30 – 17.30Hr	Certificate ceremony

- 5.6. Taking pictures and/or videos during the assessment is not allowed, unless authorized by the Directing Staff.

6. Dry Fire Practice

- 6.1. MISIA and BPSA instructors teach dry-firing all stages from SRBSC following the guidelines of the PIRG and assess the ability of the candidates to reproduce the skills that are instructed and demonstrated to them.

7. Live Fire Practice

- 7.1. MISIA and BPSA Instructors instruct on various live fire exercises and assess candidates on their shooting skills as well as on their safe use of firearms.



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8. Teaching Skills

- 8.1. Prior to the assessment date, the candidate prepares ALL 6 modules including ALL the various stages from the list below.
- 8.2. On the assessment date, the candidate demonstrates ONE module, randomly chosen by a 'lucky draw' system on day ONE.
- 8.3. At the end of the seminar, the candidate will have to demonstrate his competence in the instruction of basic IPSC skills firearms and safety by providing evidence of such to the MISIA and BPSA Instructors.
- 8.4. The assessment on "*How to teach a newbie*" is carried out following the canvas : *Instructor introduces, demonstrates and reviews* based on the contents on one of the six test modules below.
- 8.5. Stage 5 and 7(-) from PIRG will be evaluated throughout ALL the test modules !
- 8.6. Didactic material and Props available to the candidates during the test are :
 - 8.6.1. Blue gun, duck tap, safety flags, dummy mags and rounds in 9Para, 38 super, 40SW and 45ACP,...
 - 8.6.2. A complete stage set up will be available to the candidates for demonstrating all modules

<u>Test Modules</u>	<u>Stages to introduce, demonstrate and review</u>
Module 1) Stage 6 stance, grip and draw) Stage 11 squatting and kneeling positions, including shooting through apertures from stage 13
Module 2) Stage 7 loading and unloading procedure, ready conditions) Stage 11 squatting and kneeling positions, including shooting through apertures from stage 13
Module 3) Stage 9 magazine changes, reloads) Stage 15 sitting and picking up gun and magazines from a table
Module 4) Stage 12 position transitions limited to lateral transitions with magazine changes) Stage 13 but limited to shooting through apertures and around barricades
Module 5) Stage 12 position transitions limited to up range/downrange transitions with magazine changes) Stage 13 but limited to shooting through apertures and around barricades
Modules 6) Stage 10 strong and weak hand shooting) Stage 15 sitting and picking up gun and magazines from a table
ALL Modules) Stage 5 range commands and stage 7, but limited to ready conditions

8.7. Preparation Tips

- 8.7.1. Plan the steps you will use during the demonstration.
- 8.7.2. Practice some modules at home from beginning to end until you can do it smoothly and easily.
- 8.7.3. Pace the demonstration according to the available time.
- 8.7.4. Show passion, be energetic, stay focused on the subject.

Any safety breach in the handling of firearms or severe infringement against the IPSC Rule Book will result in the candidate's immediate failure



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Section IV - Train The Trainer - Pistol Trainer Assessment



1. Conditions and Requirements

To be eligible as Pistol Trainer (PT), a BPSA licensee must comply with the following :

- 1.1. Be at least 23 years old and have been affiliated with the BPSA for at least five years.
- 1.2. Be a Pistol Instructor.
- 1.3. Be an active member of National Range Officers Institute (NROI).
- 1.4. Be an active competitor in the Belgian Championship and appear during the previous three years at least one sport season in the final classification of the Belgian championship, attesting to a minimum score of 65% in the concerned Division or Category.
- 1.5. Have a good working knowledge of English.
- 1.6. Be recommended by two BPSA Officials (RO, IPSC Trainer, RD,...).
- 1.7. Each application will be evaluated and needs to be accepted by MISIA Belgium and this in function of the ratio : Existing API / PI / PT or Coaches versus the number of IPSC shooters in the club and the frequency of the IPSC training sessions.

2. Main Role and Duties

The PT takes actively part in the educational program and training operation of his club and BPSA and must be able to :

- 2.1. Supervise and organize the periodical collective training sessions in his club with the aim of planning the training content in advance (plan a practice) and setting up clear and well-defined goals to ensure an equal improvement of all his club members' skills.
- 2.2. Know how to design a training cycle and plan a sport shooting season (Annual Training Plan).
- 2.3. Know how to observe and assess the level of shooters in his club and being able to propose solutions and/or improvements.
- 2.4. Supports the shooters in all aspects and must be able to demonstrate certain techniques in order for the shooters to progress.
- 2.5. Have 'team manager' skills, sense of organisation, charisma and fair-play. He builds the framework for shooters wishing to participate to (inter)national competitions.
- 2.6. Provide the means to the competitors to avoid any disputes during competitions through a thorough knowledge of the IPSC rule book.
- 2.7. Develop a 'competition mindset' with the competitors.
- 2.8. Act as an advisor at the BPSA PI Training Seminar.
- 2.9. Act as an observer and provide feedback to the commission members during the Competitor Proficiency Test.
- 2.10. Maintain the BPSA's standards in respect of the BPSA training policy and further promote the purposes and objectives of BPSA.
- 2.11. Support and motivate (A)PI to take part in future BPSA assessment events.
- 2.12. Continue to improve their personal practice to better understand the discipline.

3. Application and Registration

- 3.1. MISIA Director will publish the assessment date(s) on a yearly basis and the email address to be used for registering.
- 3.2. BPSA licenced shooters who wish to apply for the assessment tests have to provide the following information to the MISIA Director: name, first name, BPSA License #, phone number and Email address
- 3.3. Registration fee to the PT assessment will greatly depend on the contents, lecturers and/or instructors as on the required didactic material, shooting gears ranges to run the workshops/modules.
MISIA Director will do his utmost to keep the registration fee as inexpensive as possible with a maximum of 150€ per participant.



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4. Equipment and Shooting Gear

The equipment and shooting gear needed will primarily depend on the content of the workshop. MISIA Director will define the exact equipment that is required when forwarding the invitation for PT Seminars.

5. Assessment and Seminar

- 5.1. The BPSA PT Seminar is based on multi-sport modules and sport-specific workshops.
- 5.2. In order to gain the Pistol Trainer Assessment, MISIA Belgium requires from the PI candidates that they attend and succeed at least :
 - 5.2.1. Option 1 : **FOUR** compulsory workshops.
 - 5.2.2. Option 2 : **THREE** compulsory and **TWO** recommended workshops.During the workshops, candidates will constructively and usefully be assessed and/or evaluated by MISIA Directing Staff.
- 5.3. Each module and workshop have been developed to define the specific areas of learning that BPSA licensees must learn to ensure that our members are equipped with the required knowledge, skills and competencies necessary to take part into the periodical trainings in their club and BPSA and/or IPSC competition.
- 5.4. A prerequisite is a thorough knowledge of the BPSA Safety Rules and Basic Skills Course, the Pistol Instructor Reference Guide and the IPSC Rule Book.
- 5.5. The PT seminar is a half- or one-day event class format depending on the content of the workshop(s) and/or the number of candidates attending the course. Several modules are taught on the same day or weekend, while others can be completed in a single evening.
- 5.6. During the PT seminars potential Trainers will receive a series of lectures including the role and duties of BPSA Trainers and how to provide advanced training, tactics and techniques.
 - 5.1. Taking pictures and/or videos during the assessment is not allowed, unless authorized by the Directing Staff.

**Any safety breach in the handling of firearms or severe infringement
against the IPSC Rule Book will result in the candidate's immediate failure**



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Section IV - Train The Trainer - Pistol Trainer Assessment



Pistol Trainer Assessment – Workshops (WS)

BPSA Trainer WS cover relevant skills, knowledge and opportunities to our discipline, but also to multi-sport training sessions. BPSA Trainer WS are generally delivered in classroom setting and may be given by national governing bodies' officials or through home study and E-learning when prior reading is required as a prerequisite to the WS. Attending the WS will provide Pistol Instructors with the confidence and motivation when seeking promotion to become Pistol Trainers. The WS also provide a knowledge base to mentoring and decision-making skills, furthermore it will open doors to gain technical abilities and new opportunities in coaching and in managing an IPSC club.

WS01 - PLANNING A PRACTICE

The 'Planning a Practice' WS is meant to teach trainers on how to gather objective information and to combine this in an effective way in order to design safe, efficient and successful lessons which will on turn enhance the learning curve.

This WS will help the Trainer to acquire the knowledge to :

-)] Establish an appropriate and efficient lesson's plan
-)] Determine course objectives and apply advanced teaching principles
-)] Plan appropriate activities for each part of the training
-)] Create conditions that promote learning and self-confidence.
-)] Identify the importance of logistics in the development of periodical training sessions.
-)] Prepare their affiliates to successfully pass the Competitor Proficiency Test (CPT).

The Planning a Practice WS consists in a **02 hours** module which is a **mandatory** and integral part of the Trainers' Certification.

WS02 - ANNUAL TRAINING PLAN -ATP

Creating an Annual Training Plan is the first step towards a successful season. Drawing an ATP consists in understanding how periodical training sessions effectively contribute to the overall objectives of a sport season and how the cumulative effects will contribute to the individual shooting development. An ATP is a set of weekly training goals set out to achieve some objectives the Trainer has set for the year.

Completing the APT WS will provide Trainers the ability to :

-)] Identify the factors that affect the APT,
-)] Develop a plan for training technical skills and tactical abilities over a sport season.
-)] Ensure that periodical practices/lessons plans are consistent with the objectives and phases of the APT.
-)] Define performance objectives in relation to the level of their shooters, subsequently then to put in place a training strategy to achieve these objectives by offering the shooters training contents adapted to their needs.
-)] Develop an APT that reflect seasonal training priorities and respect "life events".
-)] Train PI and affiliates to successfully pass the Competitor Proficiency Test (CPT).

The Annual Training Plan WS consists in a **02 hours** module, which is a **mandatory** and integral part of the Trainers' Certification.

WS03 - FIRST AID COURSE

Research has shown that more than half of the Instructors are not trained to respond adequately to a serious or minor injury or accident.

The best thing to do would of course be to have a certified first aid person present at each training or competition. Fortunately, the percentage of serious accidents in our sport is particularly low, partly thanks to the application of the strict rules and safety measures inherent in our sport, nevertheless we cannot close our eyes and hope that nothing will happen.



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Section IV - Train The Trainer - Pistol Trainer Assessment



MISIA Belgium First Aid Course prepares BPSA Instructors of all levels to :

- J Describe the importance of having an Automated External Defibrillator (AED).
- J Identify when and how to make use of an AED.
- J Explain the responsibilities of each individual involved when the AED is activated.
- J How to respond calmly, quickly and effectively to specific wounds caused by firearm.
- J Familiarise the trainers with the contents and use of the basic and extended first aid kit.

Depending on the availability of First Aid Providers, this module can be outsourced to a recognized First Aid Organization and/or a National Governing Body like the Red Cross.

The First Aid Course WS consists in a **04 hours** module, which is a **mandatory** and integral part of the Trainers' Certification.

WS04 - ADVANCED SHOOTING TECHNIQUES

Advanced Shooting techniques is a WS dedicated to the correct mindset, technique and focus on shooting techniques that require some specific skills and training or that are considered as awkward, problematic or tough by a lot of competitors. Many shooters are stressed when it comes e.g. to shooting on the move, shooting swingers, retreating up range and other IPSC Specific techniques that are demanding to master.

After participation to the Teaching Advanced Shooting Technics WS, Trainers will understand and be prepared to :

- J Apply a teaching process to each of these advanced skills
- J Detect and correct basic errors.
- J Make their competitors feel confident about their capacity to do well with those demanding skills.
- J Provide their shooters the right feedback, advices and training to progress.

The Advanced Shooting Technics WS consists in a **04 to 08 hours** module, which is a **mandatory** and integral part of the Trainers' Certification.

WS05 - LONG GUNS KICK-OFF TRAINING

This introductory course about IPSC Long Guns is intended to give Pistol Trainers an in-depth view in the practice of Rifle, Shotgun and PCC guns and their related Divisions.

While candidates who apply for the Pistol Trainer certification have without any doubt a strong pistol coaching experience and/or used to compete in handgun matches. MISIA Belgium estimates that IPSC Pistol Trainers must have, as a minimum, some sport-specific knowledge related to the guns used in IPSC Divisions other than handguns regardless whether it concerns coaching the beginner, intermediate, or advanced shooter.

The Long Guns Kick-off Training WS is designed to prepare the Trainer to :

- J Identify the guns, gear and components used in the IPSC long guns' divisions.
- J Integrate the safety standards and specific IPSC Rules that have to be taken into account when handling and/or competing with a long gun.
- J Demonstrate the basic shooting technics and fundamentals on how to handle and train with rifles, shotgun and PCC guns.
- J Be able to participate in activities (ROing, exhibit...) that will promote the development of long guns IPSC shooting.

The Long Guns Kick-off Training is divided into a theoretical and a practical session. Once the training facilitator has reviewed the theoretical part (guns and gear exhibit, IPSC Rules, ...) and demonstrated the fundamentals, the attendees will go to the range for simulated (dry-fire) and live-fire shooting exercises with the three types of long guns.



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The Long Guns Kick-off Training WS consists in a **04 hours** in class/in-range modules, which is **mandatory** and integral part of the Trainers' Certification.

WS06 - DESIGNING AND ANALYSING A COF

As a Trainer, you supervise, organize or are closely involved in the preparation of IPSC matches in your club especially in the Course Design in order to make it challenging and exciting. Furthermore, you will be working with advanced or expert competitors and will be active in teaching and coaching them from local matches to international championships. You will need to develop the skills and the creative thoughts on one of the most interesting aspect of our discipline, Course Of Fire (COF) analysis.

After completing the Designing and Analysing a COF module, instructors will be able to

-)] Create a course of fire that is safe, exciting, fair and challenging
-)] Examine a course of fire to ensure that it is safe, conforms to IPSC Rules, and can be easily administered,
-)] Sustain competitors' interest and enthusiasm when designing stimulating stages and inspiring exercises during periodical training sessions that supplement Level II and III matches.
-)] Identify weaknesses and strengths in a COF by analysing the different phases and the sequencing of those.
-)] Understand how to calculate hit factors and how to evaluate and consider them in relation to the COF and subsequently how to shoot the stages.
-)] To apply a shooting routine and to decide on which risks have to be taken or not.

For many of our licensees, the appeal of our sport is that it offers the most safe and competitive opportunity to exercise one's skills with a firearm. Trainers should be aware of the importance of the stages they're laying out during practice sessions and they should also know about the effects of good and bad design. Unlike any other shooting sports, an IPSC competition is a major test for the competitor so it is very important that the PT is able to teach how to analyse a COF and to know how the tactics affect the competitor's shooting skills as his ability to avoid mistakes.

The designing and analysing a COF WS consists in a **02 hours** module, which is **mandatory** and integral part of the Trainers' Certification.

WS07 - BASIC MENTAL SKILLS

Research shows that in any sport mental training is as important as physical and technical training.

The Basic Mental Skills WS will make the trainer capable of :

-)] Developing basic mental tools to improve his/her own goal settings, focus and anxiety control skills.
-)] Running simple guided activities that help athletes improve basic mental skills.
-)] Delivering clear message of motivation and positive explanations when communicating with all levels of shooters.

The Basic Mental Skills WS consists in a **02 hours** module, which is **recommended** as part of the Trainers' Certification.

WS08 - LEAD EXPOSURE

Lead exposure can have serious consequences for the health of our shooters. Even low-level lead exposure, like periodical practice in outdoor shooting range, can have an impact on the health of each participants, but also on his/her family.

NFII wants his instructors of all levels to be aware of the risks caused by lead exposure and to empower them to speak effectively about the hazards of it to avoid any misinformation or miscommunication.

The Lead Exposure WS will allow BPSA Trainers to :

-)] Identify the common source of lead exposure in sport shooting, especially IPSC shooting.



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- J Learn about how to obtain better shooting conditions in indoor ranges and the drills and procedures to proceed to reduce participants' lead exposure.

The Lead Exposure WS consists in a **01 hour** module, which is **recommended** as part of the Trainers' Certification.

WS09 - SUPPORT TO COMPETITIVE EXPERIENCE

Support To Competitive Experience WS is intended to present and develop high level IPSC technics and tactics especially designed and suited for high level competitors. MISIA Belgium offers the opportunity to his Trainers and candidate Trainers to attend a competition-oriented training taught by a high-level competitor and/or a renowned IPSC Coach.

Format and fee of the Competitor Course depends on the set price by the Coach facilitator and on course expenses such as commercial range hire and on instructor's additional costs such as hotel and travel costs. Meanwhile MISIA Belgium aims to keep the Competitor Courses provided to his members as low as possible and has set the maximum training course fee at 150€ a day per participant.

The Support To Competitive Experience WS consists in a **08 hours** in-shooting range delivered module, which is **recommended** as part of the Trainers' Certification.

WS10 - AWKWARD NROI EXPERIENCES

IPSC is without any doubt one of the most complex sports to arbitrate due to the gigantic diversity of COF's and situations the RO's and the competitors have to face.

The module Awkward NROI experiences is intended to provide the would-be trainers with experiences, feedbacks, events coming from NROIing activities and ruling that are rarely or seldom met or undergone at level II matches. However, knowledge of these particularities of the Rules are of utmost importance at level III matches or higher for the serious competitor who wants to avoid to be the potential victim of a wrong call, especially on intricate refereeing.

This WS does not replace the NROI Seminars or Refreshes, but is intended to serve as a guide to :

- J Train the instructor about what the IPSC Rules allow or forbid in very specific cases.
- J Help the instructor to pass on the knowledge to the competitor for the latter to be able to defend his own with the right ruling facing cases and situations of arbitration that are extremely rare, unknown or often misinterpreted.
- J Understand the arbitration process, how it is conducted and how to interact with the range officials in order to avoid unnecessary and sterile discussions.
- J Knowing important and noteworthy rules for the PT to pass on to the competitor thus enabling him to defend his rights when necessary.

Every three years, IPSC Rules are characterized with the editing of a batch of innovations, MISIA Belgium want to make sure its Trainers are acquainted to any modifications or additions that could have an impact on the competitive training, practice, pre-shooting routine and arbitration of their trainees.

The IPSC rules have been made in such a way that they help the shooter and guarantee the maximum possible safety. Therefore, Instructors should, during their training sessions, remind shooters of all levels that Officials from NROI, for whom MISIA Belgium has the utmost respect, are not in the business of trying to trick competitors into procedural errors or disqualifications, but to keep them safe.

The awkward NROI experiences WS consist in a **02 hours** module, which is **recommended** as part of the Trainers' Certification.



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W20 - BRAINSTORMING SRBSC

Brainstorming the Safety Rules and Basic Skills is a self-learning WS conducted at home. The purpose of this WS course is to arouse the interest and curiosity of the candidates to contribute to the improvement of the beginners' course, the basic learning process as a whole and to provide positive feedbacks to MISIA Belgium to serve the shooting community.

The WS Brainstorming the SRBSC will give the opportunity to :

-)] Contribute to new ideas for a feature literature that relates beginners' courses.
-)] Get participation from experienced Instructors who hesitate to express one's self when in a meeting.
-)] Explore solutions and detect shortcomings in order to upgrade this teaching tool.

Brainstorming SRBSC WS is a home module, which is **recommended**. Instructors are invited to submit their suggestions to MISIA Director.

WS21 - BRAINSTORMING PI REFERENCE GUIDE

Brainstorming Pistol Instructor Reference Guide is a home learning WS. The goals of this WS is to ensure that BPSA Instructors have the most up-to-date, accurate information available thanks to the positive feedback and practical reports of their fellow instructors.

The objectives of this module are to :

-)] Generate ideas on how to upscale PI /PT's.
-)] Identify how to improve and provide an environment conducive to learning.
-)] On how to perform tasks and develop methods to accomplish courses and practice objectives and standards.
-)] Give the Instructors the satisfaction to contribute to the development and improvement of the BPSA Training policies.
-)] Maintain consistent standards in the BPSA's basic, intermediate and advanced courses and programs.

MISIA Belgium Directing Staff periodically reviews the training guides, programs and policies, but to keep up with the most advanced teaching and learning techniques, MISIA Belgium needs the support of the Instructors community. The rules for brainstorming states that no value judgement can be placed on any idea. The bottom line is that ALL ideas are acceptable and ALL ideas will be considered when the PI Reference Guide will be reviewed in the shooting and in the teaching area's.

Brainstorming PI Reference Guide WS is a home module, which is **recommended**. Instructors are invited to submit their suggestions to MISIA Director.



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Section V - Train The Trainer – Certification Renewal



1. Renewal of Assessment

- 1.1. Once Instructors passed their assessment as BPSA Instructor they need to keep their skills and knowledge up-to-date through the 'Train The Trainers' Plan to maintain their active certification status.
- 1.2. The Instructors' certification renewal is based on an in-depth analysis headed by MISIA Director. The objective is to determine the instructors' learning curve and achievements over a period of three years e.g. newly acquired abilities; maintenance of their level of competency; personal results as a competitor and how they promote and conduct IPSC training sessions and safe gun handling.
- 1.3. The instructors' certificate remain valid for a period of three years. Six months prior to the certificate expiration date, the instructor will receive a renewal request from MISIA Belgium via email. It is the instructors' responsibility to provide accurate information by filling in the triennial development training report and returning it by mail (electronic copy only) to MISIA Director.
Once the report is received and approved by MISIA Directing Staff, a new three-year cycle starts.
- 1.4. MISIA Belgium receives, on a regular basis, inquiries from clubs which are in need of BPSA instructors. In order to promote IPSC, MISIA Director publishes a list of certified instructors on the BPSA website. In the event that an instructor no longer wishes to exercise this function, he should request the MISIA Director per email to be removed from the list.

2. Active Training Reporting

- 2.1. Active Training Reporting defines all activities which are organized, supervised, controlled and certified by BPSA / IPSC World Body or by Belgian recognized sports shooting federations or by any other Governing Body organization in agreement with MISIA Belgium.

3. Self-Development Activities

- 3.1. Self-Development Activities englobe all extra training, teaching, learning or promoting sport shooting related activities that enhance, improve and/or upgrade the coaching knowledge, skills or attitude of BPSA Instructors.

4. Advantages of being a Certified Instructor

- 4.1. MISIA Belgium 'Train The Trainers' Plan is endorsed by MISIA Director who is the National Representative of MISIA which is the IPSC governing body in charge of certifying IPSC Instructors and Trainers.
- 4.2. Attending the MISIA Belgium continuous certification program, training courses or any other shooting related programs will enhance the instructors' knowledge and their abilities to get the IPSC message across to the BPSA affiliates.
- 4.3. Being continuously trained improves safe gun handling and creates opportunities to grow and move up in the structure of the BPSA Training Personnel.
- 4.4. MISIA Directing Staff reminds to all affiliates that it is unethical to impersonate a BPSA instructor if not backed up by a certificate issued by the BPSA.

5. Triennial Development Training Report

- 5.1. Triennial Development Training Report Form : see Appendix.
- 5.2. Instructors do not have to report on the following items as MISIA Belgium possesses the required data : Belgian Championship ranking, annual NROI points record, participation to BPSA courses and workshops.
- 5.3. Instructors do not need to send supporting documentation for activities reported on the form.



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Triennial Development Training Report Form



Name : Surname : BPSA # :

Current NFII Rank : API – PI – PT - MISIA Current NROI Rank : RO - CRO – RM - IROA

Considered Period : 20.... – 20....

ACTIVE TRAINING REPORTING

<u>Activities - Events</u>	(*)	<u>Notes</u>
▪ Train, organize, supervise, assist or teach at BPSA SRBS Courses, seminars or Competitor Proficiency Tests	Y - N
▪ Train, organize, supervise, assist or support at periodical club practices	Y - N
▪ Train, coach or supervise or support at periodical Level I matches	Y - N
▪ Prepare or mentor BPSA newbies to Competitor Proficiency Test	Y - N
▪ Promote, organize or support local IPSC initiations or safety courses	Y - N
▪ Act as Club's Team Captain for BPSA matches (registration or coaching)	Y - N
▪ Active officiating as Range Officer, Match Director, Course Designer, Stat's Officer or Range Crew at BPSA/IPSC level II matches and higher	Y - N
▪ Participate to NROI Seminar/Refresh and/or IROA Seminar ? (*)	Y - N
▪ Have you been certified as IPSC Instructor by a foreign IPSC Region ?	Y - N
▪ Are you in possession of a First Aid Qualification given by a certified First Aid Provider (e.g. Red Cross) ?	Y - N
▪ Are you a FROS, URSTBF, VSK certified Examiner or Instructor ? (*)	Y - N

SELF-DEVELOPMENT ACTIVITIES

<u>Activities - Events</u>	(*)	<u>Notes</u>
▪ Did you participate to Level III or higher competitions ?	Y - N
▪ Did you attend advanced IPSC courses given by certified IPSC instructors or renowned IPSC top athletes ?	Y - N
▪ Do you own a Professional Firearms Qualification or are you a Subject Matter Expert (SEM) in the training, teaching and safe use of firearms ?	Y - N
▪ Are you an active member of the Board of your IPSC club (President,...) ?	Y - N
▪ Did you study books, publications, DVD or attend ELearning-meetings or webinar that could improve your coaching knowledge, skill or attitude ?	Y - N
▪ Other self-development activities :
.....	
.....	

Date :/...../.....

Location :

Signature :

(*) Circle, cross or fill in what applies