



中國香港滑雪總會有限公司

SKI ASSOCIATION OF HONG KONG, CHINA LIMITED

(Member of International Ski Federation, Asian Ski Federation, Sports Federation & Olympic Committee of Hong Kong, China)

Ski Association of Hong Kong, China (namely SA-HK) is a full member of the International Ski Federation (FIS) and Asian Ski Federation (ASF), and belong to the Sports Federation & Olympic Committee of Hong Kong (SF&OC). Our mission is to promote the sport of skiing and snowboarding in Hong Kong and to participate in its development in Asia and beyond.

SA-HK Coach Development Program **(1st September, 2022 Version)**

LEVEL I

Skiing instructor who is holder of Level I license is allowed to teach at magic carpet (beginner area), green and blue slopes.

Required skills:

- Snow Plow
- Stemming technique
- Basic turn

LEVEL II

Skiing instructor who is holder of Level II license is allowed to teach at magic carpet (beginner area), green, blue and red slopes.

Required skills:

- Snow Plow
- Stemming technique
- Basic turn
- Basic parallel turn wide corridor

LEVEL III

Skiing instructor who is holder of Level III license is allowed to teach at magic carpet (beginner area), green, blue, red and black slopes.

Required skills:

- Snow Plow
- Stemming technique
- Basic turn
- Basic parallel turn
- Basic parallel turn wide corridor
- Carving turns short corridor

LEVEL IV (ISIA & COACHING LICENSE)

Skiing instructor/coach who is holder of Level IV license is allowed to teach at magic carpet (beginner area), green, blue, red, black and diamond black slopes as well as “off piste” (powder skiing & moguls).

Required skills:

- Snow Plow
- Stemming technique
- Basic turn
- Basic parallel turn
- Basic parallel turn wide corridor
- Carving turns wide corridor
- Carving turns short corridor
- Moguls
- Powder skiing
- Terrain jump



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- Gate skiing (Giant Slalom)
- Avalanche License
- Knowledge of English language
- Setting course for Slalom and Giant Slalom

How to get each Level

Level I

1. To attend instructor Level I you are required to have basic skiing knowledge on the slopes.
2. Two (2) weeks of SA-HK training program and passed the examination.
3. You must pay an annual instructor membership fee to SA-HK before season starts (before September 1st).

Level II

1. To attend Level II license, you are obliged to provide us with your valid Level I license, as well as statements from ski school that you had more than 120 working hours.
2. Two (2) weeks of SA-HK instructor training program and passed the examination.
3. You must pay an annual instructor membership fee to SA-HK before season starts (before September 1st).

Level III

1. To attend Level III, you are required to provide us with your valid Level II license.
2. Two (2) weeks of SA-HK instructor training program and passed the examination.
3. You must pay an annual instructor membership fee to SA-HK before season starts (before September 1st).

Level IV

1. To attend Level IV, you are required to provide us with valid Level III license.
2. Two (2) weeks of SA-HK instructor/coach training program, racing in ski gates, as well as 2 days of avalanche course and passed the examination.
3. You must pay an annual instructor membership fee to SA-HK before the season starts (before September 1st).

NOTE:

N1. You can take the Level I and Level II examination at age of 16, however your licence won't be valid until the age of 18 (some ski areas allow instructor to teach at age 16).

N2. For each **LEVEL** after Level I, instructor needs to wait 1 skiing season to able to attend next Level. Two levels cannot be attended in one calendar year, with exception of a 4 weeks course where instructor can pass both Level I & Level II at same time.

N3. If instructor wants to attend the next Level, he needs to provide statement from ski schools or clubs that he has 120 working hours in one skiing season.

(A) SA-HK Conduct rules for instructor/Coach members

All holders of SA-HK instructor/coach license in Hong Kong (ski instructors and coaches in Hong Kong) need to follow the 4 basic conduct rules:

1. Respect towards all participants in sports:

- 1.1 Pay respect towards all participants in sport.
- 1.2 Carefully providing information's to participants considering their needs.



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- 1.3 Refrain from publicly disrespecting other in sport (such as jokes, media statements etc.).
- 1.4 Respect people as individual and refrain from inappropriate interfering into personal matter that are outside of jurisdiction of ski instructor/coach.
- 1.5 Treat all participants equally regardless to gender, race, origin, religion, skin colour, political commitment, socio-economic status, sexual orientation and other factors.
- 1.6 Encourage and empower participants to be accountable/responsible for their behaviour and actions.
- 1.7 Show discretion on exchange of information.

2. Responsible Teaching:

- 2.1 Responsibility for achieving and maintaining a high level of training participants.
- 2.3 Estimation for professional experience, attitude, beliefs, values and their impact on to behaviour of skiing instructor and usage of knowledge for benefit of others.
- 2.3 Be aware of own knowledge and capability. Don't take responsibility if you are not prepared for it.
- 2.4 Abstaining from work in unsafe and inadequate conditions that are affecting the quality of service, health and safety of participants.
- 2.5 Be aware of your knowledge, avoid intimacy with participants/students.
- 2.6 To abstain and not tolerate any kind of sexual harassment.
- 2.7 Identify and report dangerous behaviour of other participant in the sport (drugs, alcohol, physical and psychological harassment, abuse of power).

3. Integrity in relations with others:

- 3.1 Members are expected to be fair, honest in relation with others.
- 3.2 To recognize, promote and act in accordance with values that sports of skiing has for individuals and organizations
- 3.3 Report a conflict of interest if it occurs and resolve the issue in a way that is best for everyone.
- 3.4 Refrain from promoting equipment that you did not personally tested and made sure to be a right quality. Supporting business for financial gain instead of belief is wrong and threatens the integrity of all organization.
- 3.5 Members must fulfil their financial obligations towards SA-HK.

4. Sport Improvement

- 4.1 Maintain a highest level of personal behaviour and show a favourable image of skiing and teaching.
- 4.2 Instructor is representative of ski centre and ambassador of skiing.
- 4.3 Promoting and improving collaboration with ski centres, ski schools, skiing public and other groups who are taking part in sports of skiing.
- 4.4 Respecting the positive efforts of other participants in skiing. Refrain from disparaging other colleagues, publicly or privately.
- 4.5 At a ski centre, if privileges exist, they should not be taken as a right, nor should they be misused to inconvenience any instructor, director or worker of ski centre.

(B) In cases where instructor/coach member has violated any basic conduct rules, SA-HK will proceed to the following procedure:

- 1.1 Documenting the facts in writing by all parties involved in the disputed situation.
- 1.2 All participants must submit a written complaint or request to SA-HK.
- 1.3 SA-HK will consider complaints and requests.
- 1.4 SA-HK has 30 days to consider requests and complaints. Consideration may only involve written report. SA-HK may return a complaint to the sender for lack of information or documents.
- 1.5 SA-HK's decision will be forwarded to the instructor immediately upon completion of review
- 1.6 Penalties can range from a written warning to exclusion from SA-HK's Program.
- 1.7 Penalty will depend on nature and severity of the offence.



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(C) Coach Development Program Committee Members

1. SA-HK Chairman
2. SA-HK Secretary General
3. SA-HK National Coach Director
4. SA-HK Coach Licencing Director

(D) Right of Appeal

1. An instructor may appeal the decision of the Coaching Program Committee to the Executive Committee by giving a written notice to SA-HK within 14 days of the date of decision by the Coach Development Program Committee being communicated to him/her.
2. Upon receiving the request, the Executive Committee must determine whether to:
 - 2.1 Dismiss the appeal; or
 - 2.2 Convene a hearing in relation to the appeal.
 - 2.3. In the event of a hearing, the Executive Committee will hear the appeal at such a time and in such a manner as the Executive Committee deems appropriate. A quorum of at least three members of the Executive Committee must be present to hear an appeal.

(E) Hearing

1. If the Executive Committee determines to convene a hearing in relation to the appeal, it must give at least 14 days written notice to the instructor stating: (a) The date, time and place at which it will hear and determine the appeal; (b) That the instructor is entitled to be assisted or represented by one other person.
2. If the instructor is not present at the hearing, the Executive Committee may: (a) Proceed to hear and determine the appeal; or (b) Adjourn the hearing of the appeal for such period determined by the Executive Committee and must give written notice of the time and place when the hearing will resume.
3. If the instructor is present, he/she may give evidence and bring any relevant witnesses to support his/her case.
4. After the presentation of evidence and hearing any final submissions by the instructor the Executive Committee shall make such determination as it shall see fit in the circumstances.
5. The decision of the Executive Committee will, in its discretion, either be: (a) Announced at the conclusion of the appeal; or (b) Communicated in writing to the instructor within 30 days of the conclusion of the appeal.
6. The Executive Committee's decision is final.