

Case Study:

Coordinated Instructor Training

Description: While Ontario-based programs have largely continued to rely on CAN-BIKE certified instructors, programs across Canada have moved to develop their own in-house instructor training to address training gaps and local program specifics. This has given organizations a lot more control over how their instructors are trained, but it has led to a lot of duplication of resources. The locally based, in-house training model also makes it more challenging for new communities to launch programs as they have limited access to instructor training opportunities, and it is a significant expense and commitment to develop their own model. Organizations have expressed an interest in coordinating more on instructor training across jurisdictions.



Photo: League of American Bicyclists

Key Takeaway: A successful model exists for running a national-level instructor training and certification program that provides affordable training and instructor insurance, as well as opportunities for local modifications.

Example(s): Since the 1970s, the League of American Bicyclists has administered their cycling education program (currently called *Smart Cycling*), which is delivered across the United States by trained League Cycling Instructors (LCIs). To date, the League has trained 6,700 LCIs and there are approximately 2,500 LCIs currently certified across the country.

After successfully passing the *Smart Cycling Complete Course* with at least an 85% score, individuals can participate in an LCI Seminar. These Seminars are delivered by a coach from a pool of about 20 League Coaches, run for three days and cost \$500 (USD). Seminars focus on training LCIs on how to effectively deliver content, how to communicate and listen, how to give feedback, how to market yourself as an LCI, and more.

All certified LCIs qualify for the League's insurance program, which costs \$25 (USD) annually + \$45 (USD) to sustain their League membership. All LCIs are required to sign a code of ethics, which includes a commitment to teach the *Smart Cycling* program as presented. LCIs are empowered to tailor the curriculum to the needs of their audience as long as they teach the five minimum skills called the *Need to Knows*. All courses must also be announced ahead of time, and instructors are required to distribute and collect participant waivers.

Trained LCIs have access to foundational *Smart Cycling* documents and a course slide deck. While the League makes suggestions about how much LCIs should charge for courses, registration fees are determined by the LCI. The League maintains a database and map of LCIs to help people find training opportunities near them, and course registrations can also be administered through the League's website. Recently, the League has also begun to train in-house coaches at various organizations across the country. This helps to increase local capacity to deliver the LCI Seminar and helps with making local adaptations to the curriculum.

In Canada, HUB Cycling, Vélo Québec, the Ecology Action Centre, the Ottawa Safety Council, and more have developed their own in-house instructor training.

Learn More: <https://www.bikeleague.org/content/become-instructor>

