New Zealand Ju-Jitsu Federation (NZJJF)

Instructor and Coach Policy

BACKGROUND

Coaches/Instructors play a key role in the New Zealand martial arts community. Coaching/Instructing is often an essential part of Ju-Jitsu yudansha development above the grade of Shodan, as well as a great way to express a passion for Ju Jitsu and to enrich the lives of students.

The New Zealand Ju-Jitsu Federation (NZJJF) is the National Sporting Organization (NSO) for ju-jitsu. It is recognized by Sport New Zealand (Sport NZ) as the sole governing body for ju-jitsu in this country. Sport NZ has specified that each NSO is intended to drive coach development within their sport through programs that integrate sport specific and general principles of coaching within coaching practice. In offering ongoing programs, NSOs should ensure that the courses offered are adapted to suit the philosophy of athlete centered coaching embedded in coaching practice.

PURPOSE

The NZJJF seeks to ensure that consistent practice and standards are maintained with regards to the education of Instructors and Coaches of martial arts in New Zealand.

The NZJJF coaching courses provide the framework for assessing coaching competence and the ability to coach in a safe and effective way. It is felt by the NZJJF that competence to coach should be verified through evidence of coaching qualifications, as it cannot be inferred solely from prior experience.

OVERVIEW

The Instructor Register, together with the Black Belt Register, makes up the Public Register of Ju-Jitsu Instructors and Black Belts. It is kept for the purpose of assuring the public that Assistant Instructors are suitably educated in coaching skills to assist Club Instructors and that Club Instructors and above have a clean criminal record, are trained in modern sports coaching practices and have first aid knowledge.

On October 31st 2021 our education modules moved to an electronic platform.
https://new-zealand-ju-jitsu-federation.thinkific.com/

The Instructor Register consists of four levels of instructors:

- Assistant Instructor (C1)
- Club Instructor (C2)
- Advanced Instructor (C3)
- Expert Instructor (C4)

Additional education modules on coaching Children, Teenagers and for Inclusion have also been added to the courses available on the electronic platform.

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ACKNOWLEDGEMENTS

The NZJJF would like to thank Simon Ogden OSA on the writing of the NZJJF Coaching Education modules, and Doug Bailey OSA and Jesse Puata on the editing of them, Thomas McCleland for his illustrations and Sport NZ and BJJA(GB) for access to their coaching materials.

ETHICAL PRACTICE

All NZJJF registered coaches are bound by the Code of Ethics, the NZJJF Equal Opportunities and Antidiscrimination Policy, and the NZJJF Child Protection Policy.

References

1] https://nzjjf.org.nz/NZJJF/jujitsu/wp-content/uploads/2025/01/NZJJF_CoE_2012.pdf
[2] https://nzjjf.org.nz/NZJJF/jujitsu/wp-content/uploads/2025/01/NZJJF-Equal-Opportunities-and-Antidiscrimination-Policy-2020.pdf
3] http://www.nzjjf.org.nz/jujitsu/downloads/Note_15_5.pdf

STUDENT CRITERIA

For the C1 course, the candidate should be over 16 years of age and be actively involved in learning Ju-Jitsu, and will coach under the guidance of a C2 qualified coach.

For the C2 course the applicant should be over 16 years of age and have been practicing ju-jitsu for a minimum of four years. Ideally, they will hold at least a brown belt in Ju-Jitsu or equivalent Brazilian Ju-Jitsu grade.

For the C3 course the applicant should be over 18 years of age and have been practicing ju-jitsu for a minimum of six years, and coaching as a C2 level coach for two years. Ideally, they will hold at least a black belt grade in Ju-Jitsu, or equivalent Brazilian Ju-Jitsu grade;

For the C4 course the applicant should be over 18 years of age and have been practicing ju-jitsu for a minimum of nine years, and coaching as a C3 level coach for three years. Ideally, they will hold at least a black belt grade in Ju-Jitsu, or equivalent Brazilian Ju-Jitsu grade;

ENROLMENT PROCEDURE

Application is made by coaching course enrolment on the electronic platform, and submitting the completed enrolement documents, along with;

C1 Course

- a copy of their latest ju-jitsu grade certificate.

C2, C3 and C4 Courses

- a copy of their latest ju-jitsu grade certificate.
- a copy of their current First Aid certificate (from a recognised provider)
- a copy of their drivers license/passport and 10 year address history for electronic police check.

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RECOGNITION OF PRIOR LEARNING

If an applicant has done coaching courses with another Martial Arts training entity, for example Judo New Zealand, or with Sport New Zealand or another education entity, they can apply for Recognition of Prior Learning (ROPL) via the electronic platform.

To apply for Recognition of Prior Learning the instructor enrols onto the ROPL course and submits;

- a copy of their latest ju-jitsu grade certificate.
- a copy of their coaching award certificates.
- a copy of their current First Aid certificate (from a recognised provider)
- a copy of their drivers license/passport and 10 year address history for electronic police check.

COURSE MATERIAL

The Applicant after reading the coaching course material, completes the course assessment(s) on the on-line platform;

- C1 Course assessment is questionnaire based.
- C2 Course Assessment is a questionnaire and a coaching lesson plan, with an assessment of coaching to that plan by a club coach who is C2 qualified.
- C3 Course assessment is a questionnaire, and a coaching sequential lesson plan, and a coaching assessment, by your C3 and above peers, at a teaching slot at an NZJJF National Seminar.
- C4 Course Assessment is a questionnaire by each module section, and a coaching assessment by accumulated Master Class feedback from attendees from at least two NZJJF Master Class seminars.

The Director of Coaching, or designated course tutor, marks submissions via the electronic platform and liaises with Applicant over result.

For coaching assessments the Director of Coaching confirms an Assessor for coaching assessment for C2 to a lesson plan, for C3 at a National Seminar slot, for C4 coaching course the Master Class feedback forms are collated after the teaching session and assessed by the Director of Coaching.

Director of Coaching, liaises with Applicant over coaching assessment or feedback result / re-do. On satisfactory completion of all required assessments the Director of Coaching informs the Registrar of the Applicant's pass.

NOTIFICATION

The NZJJF Director of Coaching/ or Registrar will do an electronic criminal records check with the Ministry of Justice. He will confirm eligibilty for acceptance to the

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	public register with the Applicant or advise if any further evidence is required. The Registrar or Director of Coaching must receive the criminal records check from Ministry of Justice and evidence of first aid qualification before recommendation to the NZJJF committee for C2/C3/C4 qualification. The Director of Coaching, at the next monthly committee meeting, recommends to the NZJJF Committee that the Applicant be approved/declined as a C1/C2/C3/C4 Coach.
AUTHORISATION	The authority for recognition of instructors rests with the NZJJF committee. The committee considers the recommendation of the Director of Coaching and authorises the application to be approved or declined. Decisions at the meeting of the committee are minuted.
FILING	The completed application form - approved or declined - has the header filled out and signed by the Regsitrar, and is filed alphabetically in the Instructor Register. All supporting documentation should be attached to the application form. The documentation will be scanned and then stored on the NZJJF Cloud repository.
FINAL OUTCOME	The details of the succesful Approved Applicant is then entered into the on-line Public Register and the Applicant is also congratulated in the next NZJJF newsletter by the Editor. On entry to the Public Register Assistant instructors are sent the relevant certificate, and the Club, Advanced and Expert level Instructors also receive the embroidered NZJJF Instructor badge (see Appendix 1).

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Appendices

The following resources provide useful further information regarding enrolment onto the NZJJF Ju-Jitsu coaching courses which is also contained in the links within this policy.

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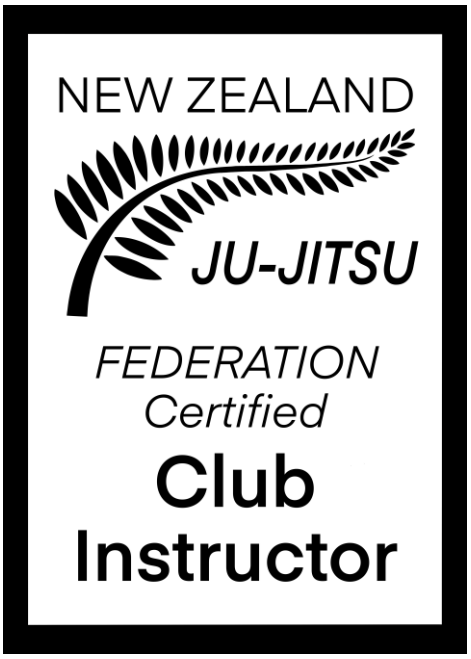
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Appendix One

NZJJF Instructor Badges



C1 Assistant Instructor Badge



C2 Club Instructor Badge



C3 Advanced Instructor Badge



C4 Expert Instructor Badge

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