

Soaring to the Future Trial Club Application to Participate Round 2

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Preamble

S2F has been developed to increase participation in gliding in Australia. The aim is to grow membership and to enhance the member experience and hence reduce churn.

This document outlines process for clubs to apply to participate in the second round and describes the club selection process.

This document;

1. Outlines clubs undertakings
2. Outlines GFAs expectations
3. Proposes a time line

S2F will demand change and will be challenging for some members. It is important to keep in mind where we are headed and what the final outcome will be.

Standardise, Modernise, Prioritise

Timeline

- Sept 18th draft Offer document circulated to club Presidents f
- Sept 21st Applications open
- Oct 18th Applications close
- Oct 21st Successful Clubs announced
- Opening questionnaire sent to all members of first tranche clubs
- Oct 30th Final list of clubs confirmed
- Nov 2018 Stage I launched - details in Appendix B
- Stage II launched
- Stage III launched
- Closing survey to all participating club members at completion of each stage
- S2F program offered to all clubs as each trial stage is completed, analysed and finalised.

Selection Criteria

After the close of applications the S2F committee will meet to select the clubs to be admitted to participate in the 2nd round of S2F.

Factors influencing selection may be but are not exclusively;

1. Satisfactory Completion of Club Health Check
2. Completing an acceptable application - Appendix F
3. Clubs will be selected for diversity to give a range of; locations, size, style and demographic etc
4. Final selection is dependant on positive results from the Opening survey showing club member support
5. The committee decision is final, but unsuccessful clubs will be encouraged to prepare for the Open launch of S2F which will be rolled out as each stage is completed and formalised

Summary of Club's Undertakings

The obligations of successful clubs is detailed in Appendix B and F
Some of the more significant undertakings are;

- To complete all surveys and questionnaires during the Pilot including an initial S2F Audit Appendix D
- To adhere to the timelines of the project
- To provide financial reports on request detailing costs incurred to comply with S2F criterion
- To schedule and run specified one week courses
- To complete all reports as requested by S2F
- Use the GFA Pilot Training Record
- Instructors and Coaches to complete S2F training modules in accordance with the schedule
- Upgrade facilities as necessary in accordance with the agreed schedule
- Move to an IT system without manual data entry
- Train and or appoint club members to maintain IT
- Keep club members informed of the process

Summary of S2F Undertakings

The obligations of the GFA S2F is detailed in Appendix C, D and E
Some of the more significant undertakings are;

- To send out surveys and questionnaires during the Pilot and to provide feedback to the clubs
- To ensure adherence to the timelines of the project
- To request progress reports from clubs
- Provide support to Instructors and Coaches to enable them to complete training modules in accordance with the schedule
- Provide funding IAW the Schedule in Appendix E to Upgrade facilities as necessary in accordance with the agreed schedule
- Provide expertise to help clubs to move to an IT system without manual data entry
- Train club members to manage IT
- Keep club members informed of the process

S2F FAQs

- What does Standardise, Modernise, Prioritise stand for?
Standardise - Standardisation of training, documentation (pilot training book), procedures Nationally across all clubs in all areas.
Modernise - electronic log keeping, cashless systems, integrated book keeping. Reduce the volunteer effort.
Prioritise - arrange courses to suit members - week long courses, remove the burden from clubs - prioritise Flying and Fun.
- What is the basis of S2F
 We are going to create clear pathways for members to progress in gliding in all areas, eg if I have a DI rating how do I get a component replacement rating?, If I am solo how do I get a GPC? These pathways will be exactly the same and available at all S2F approved clubs.
- Do all clubs have to change to the S2F model?
 No it is entirely voluntary – of course we do hope to get as many clubs as possible.
- If our club wants to participate what do we need to do?
 Check out the S2F club requirements for Facilities, Equipment and IT (coming soon) and put a plan together on how to upgrade to meet those standards. A full list will be available later this year. Some things will be Must have others Nice to have eg Shade at launch point – must have, GoPro for debriefs and landings – nice to have.
- When can we apply?
 Applications for the first pilot clubs will open in early October. The

second round will be announced once the first has been cycle is established and will be open to more clubs.

- What sort of training will coaches and instructors need to do to get S2F approval?

We are putting together an online assessment module with an open book assessment. The course will cover modern training methods, communication, dispute resolution, time management, understanding types of learning etc

- What sort of funding is available to clubs?

We will provide a percentage of funding for certain items to enable clubs to upgrade facilities and equipment to S2F standards eg refurbish glider cockpits, install electronic flight logging, upgrade shelter sheds at launch points, set up and integrate "paywave"/cashless systems, install internet connections, implement online booking systems. We will refine the rebate schedule over the first 12 months during our pilot rollout with clubs. There will be a maximum available for each club per year

- Why are you focussing on the Soaring Further pathway for the first 12 months?

This pathway takes post solo students through the GPC syllabus. We know that this is an area that is currently not well supported and an area where we lose a lot of members.

- Where will you find enough instructors to run mid-week courses?

Clubs can share instructors - with standardisation it won't matter

which club they are based at - maybe semi-professional instructors going from club to club in return for free flying. If I was 21 that's what I would do!!

- How many clubs do you think will apply for Approval?

Maybe 10% or 20% in the beginning. It took sailing 7 years to get all of their clubs on board

- How will you select the clubs for the second pilot?

It will be based on a variety of factors to give a cross section of all clubs eg winch and aerotow, large, small, regional

- What if instructors and coaches don't want to retrain?

They don't have to it is entirely voluntary

- How much money has the Board allocated to this initiative?

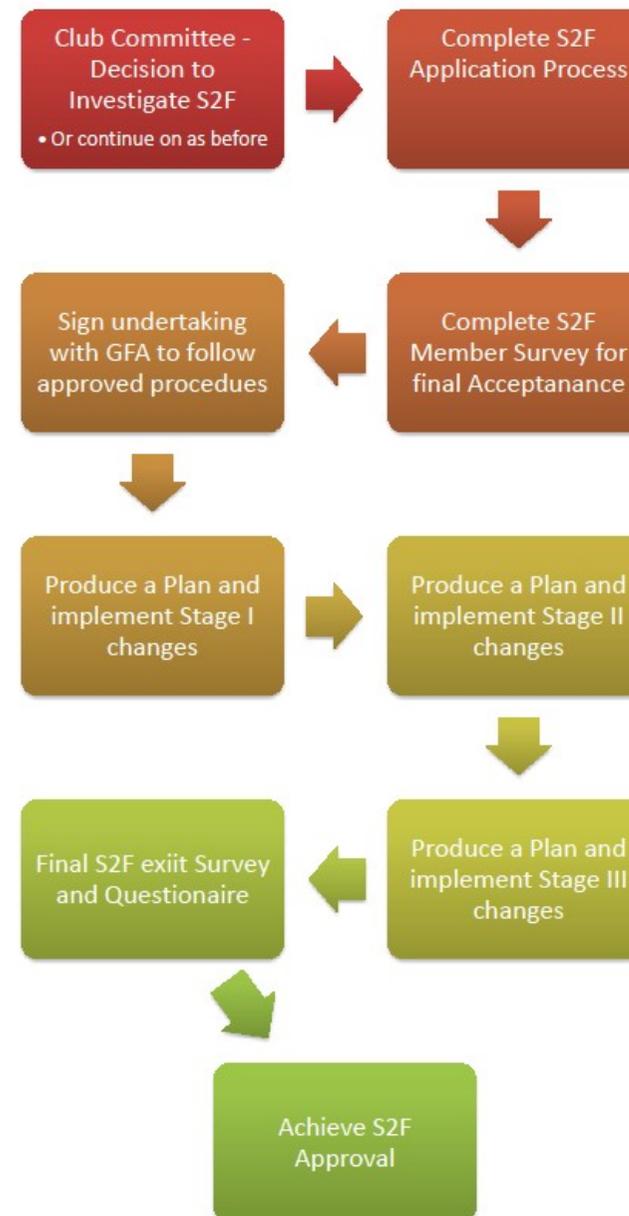
\$100K for the first 12 months

S2F Course Requirements

1. Must be run in accordance with the S2F Pathways using GFA Pilot Training Record where appropriate
2. Run by S2F approved (or in the process of gaining approval) Instructors and Coaches
3. Ratio of one Instructor or Coach to 2 Students
4. "Staff" to be reimbursed for meals, accommodation and expenses as appropriate
5. Trainees charged an up front inclusive course fee
6. Online course booking available
7. Pre-reading made available to trainees where appropriate
8. Feedback sheets from participants
9. FUN
10. FUN

Appendix A

Summary of Application Process



Appendix B

Implementation Stages

Stage I

Funding in line with schedule subject to;

Completion of Stage I of Facilities, and Coach and Instructor Training, and completion of all surveys and reports requested.

Stage II

Funding in line with schedule subject to;

Completion of Stage II of Facilities, and Coach and Instructor Training, and completion of all surveys and reports requested.

Stage III

Funding in line with schedule subject to;

Completion of Stage III of Facilities, and Coach and Instructor Training, and completion of all surveys and reports requested.

Appendix C

Instructor and Coach Gap Training

Stage I

Instructors and Coaches to have successfully completed Module 1 of S2F training.

Module One: (6 hrs on-line learning or class room)

1. Principles of Learning
2. Principles of Instruction
3. Lesson Planning and Delivery
4. Principles of Questioning

Stage II

Instructors and Coaches have successfully completed Module 2 of S2F training.

Module Two (2 hrs on-line learning)

Airborne Instruction made up of one session comprising 4 elements based on my PP slides

1. Demonstrate, Direct & Monitor
2. Fault Analysis & Remedial Instruction
3. Feedback
4. Handover / Takeover

Stage III

Instructors and Coaches have successfully completed Module 3 and Module 4 of S2F training

Module Three (2 hrs on-line, paper based or discussion based Q&A) Examination.

Module 4 A flight assessment over a minimum of two launches.

Appendix D

Minimum Facilities List

Prior to final acceptance clubs will complete a questionnaire to establish base line facilities see Appendix G

Stage I

- Internet at clubhouse
- Gliders clean and Tidy new upholstery, clear canopy, panel with no holes, broken or obsolete instrument
- Produce analysis of manual data entry/book keeping/ stocktaking/etc processes ready for upgrade
- Loggers suitable for flight analysis
- **At the Launch Point**
 - Sufficient sun and shade protection for all
 - Tables and chairs
 - Water at launch point
 - Sun block at launch point
 - White Board with working pens
 - Documentation eg
 - I. GFA Glider Pilot Training Record
 - ii. Maps
 - iii. Logbooks
 - iv. BGK
 - v. BSE
- **Briefing room**
 - Whiteboard
 - Television/Projector
 - Put plans in place to install toilets no further than 3 minute drive - by Stage III
- Competitions/camps/regattas 2 per year scheduled
- 2 of Non-gliding related activities eg Playground, beer garden, paddling pool, darts, movies, Table Tennis other by application
- Welcoming to visitors and members of other clubs - simple process not expensive - known to all members

Stage II

- Committee have undertaken Governance training
- Electronic book keeping implemented eg MYOB , Quick books, other
- Booking site for members, trainees, visitors and AEFs
- e-commerce eg Pay pass - for bar and meals
- 4 of Non-gliding related activities eg Playground, beer garden Pool, darts, movies, Table Tennis other by application
- Two S2F courses scheduled in first 12 months 4 participants with two gliders

Stage III

- Internet available at launch point
- NO Clipboard - automatic flight logs eg ditto log
- IT team to maintain IT
- Sufficient S2F approved Instructors and Coaches approved to run approved courses (minimum 4)
- Toilets installed
- Airworthiness facilities; provide a suitable glider maintenance/ workshop area for members. Provide tooling to support basic glider maintenance.
- Further requirements may be added as they arise

Appendix E

Funding Schedule

Stage I

- Direct Funding payable against approved invoices \$1500
- Funding to Sports Community for assistance TBC

Stage II

- Direct Funding payable against approved invoices \$3000
- Funding to Sports Community for assistance TBC

Stage III

- Direct Funding payable against approved invoices \$5000
- Funding to Sports Community for assistance TBC

Appendix F

Application and Contract

The online application form is available [here](#)

It formally details each clubs responsibility to adhere to the agreed schedule of improvements, training and reporting in return for funding and the GFAs right to reclaim those funds if the club does not adhere to the agreed pathway.

Appendix G

Questionnaire for members of selected clubs will be circulated prior to final acceptance to determine;

1. Percentage of members supporting S2F
2. Percentage of Instructors and Coaches supporting S2F
3. List of current Launch point facilities
4. List of current Club House facilities
5. Status of gliders to be used for training - loggers/panel/upholstery/canopy

Soaring to the Future

- Standardise
- Modernise
- Prioritise