

Essential Coaching Skills



NOTE: This is the first day of our ACTP Program

Program Outline

Essential Coaching Skills – This one day program is designed for people who would like to get a comprehensive and practical introduction to coaching skills. This will create a foundation for building coaching skills. This is Day 1 of Module 1: Professional Coaching I.

Once completed there is an option to complete the rest of Module 1 and if desired a certification pathway of your choosing. This program is often chosen by managers, leaders and individuals who want to get a grounding in basic coaching skills or explore if coaching is for them.

Upon completion of the program you will receive a completion certificate indicating the number of coach specific training hours.

Aims and objectives:

Designed to create a firm foundation for people beginning their professional coaching journey. This program targets developing skill in essential competencies which are the building blocks of credentialing with the European Mentoring and Coaching Council (EMCC) and/or the ICF. Challenging coaches to develop competency at the Practitioner level.

Learning Outcomes:

- A deep understanding of what coaching really is and developing the ability be grounded in “who you are” as a coach, what is expected from the role of a coach and remain present in a transformational way.
- Initial grounding in models, theory and science to support their coach development
- Coaches will be able to begin to practice coaching, as coaches in learning, in an professional and ethical manner.
- To ground your coaching practice in internationally accepted best practices. This includes internationally recognised competency frameworks, ethics and professional standards and definitions.
- To become skilful at managing coaching clients, conversations and programs in a way that is focused and relevant to your client’s goals and desired outcomes. The foundational ability to conduct a coaching session and execute a coaching program
- To become skillful in co-creating meaningful well formed goals

- A commitment to competency-based development based on practice-based feedback and reflection
- An appreciation for the value of and active participation in supervision and mentoring support, engagement in learning and reflective practice

Prework: Reflective Learning 1.0 - The Challenge of Defining Coaching

Day 1
Module 1 Unit 101 Introduction to Coaching
Break - 15 Minutes
Module 1 Unit 102 Transcend Coaching
Lunch
Module 1 Unit 103 ICF Competencies, Listening and Questioning Practice
Break - 15 Minutes
Module 1 Unit 104 Structuring a coaching conversation GROW
End of Day 1

Further Information

Our ACTP program has 4 distinct **Modules** that comprise 2 stages of Certification. Module 5 is an additional Module that qualifies for Continuing Coach Education (CCE's) and EMCC Practitioner Level coach training.

- a. **Module 1 – Professional Coaching I**
- b. **Module 2 – Professional Coaching II**
- c. **Module 3 – Transformational Coaching I**
- d. **Module 4 – Transformational Coaching II**
- e. **Module 5: Mindfulness-based Coaching**



NOTE: Each Module is divided into **UNITS** that are 120 minutes in duration