

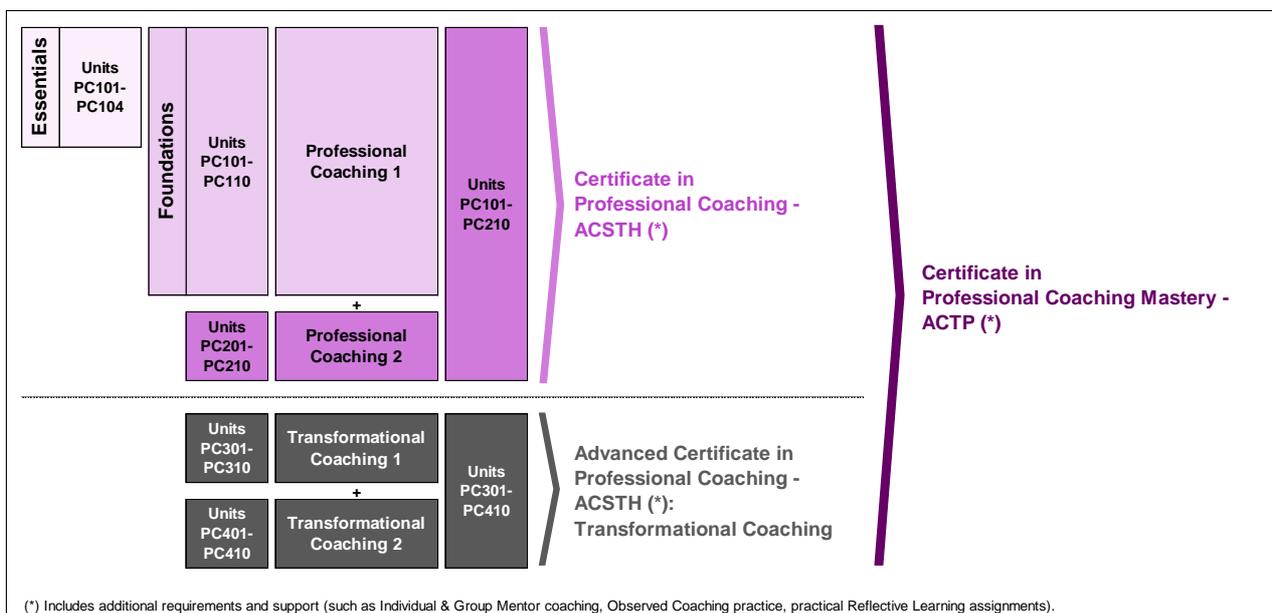
# Internationally Accredited Online Professional Coaching Certification Programs



## HOW IT WORKS

- Weekly live online webinars of 2 hours
- Individual and group mentor coaching – scheduled at your convenience
- Observed Coaching Practice – additional online practice times
- Practical Reflective Learning Assignments
- Access to online resources
- Instructor and tutor contact time
- Complete the level of Certification that is right for you
- Optional – Peer Coaching Practicum
- Optional – NGO Coaching Projects
- Transcend Partner Program

## OVERVIEW ONLINE PROGRAM



## LEVELS OF CERTIFICATION (SUMMARY)

### I. ESSENTIAL COACHING SKILLS

Units PC101 - PC104

Suited for those who would like to get a comprehensive and practical introduction to coaching skills. An excellent program to develop coaching skills to enhance your management and leadership or also a great program for people interested in adding coaching skills to consulting, mentoring, training or counseling practices. This program is part of our accredited coach training, so you can complete other webinars in the future to complete your certification.

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

### II. FOUNDATIONS OF COACHING (PROFESSIONAL COACHING MODULE I)

Units PC101 - PC110

Suited for those who would like to build an in-depth foundation of coaching skills and begin to integrate coaching more effectively into the other things they do. This is great program for beginning coaches and coaches who already have some practice and want to work toward a recognised international coaching credential. This program is part of our accredited coach training, so you can complete other webinars in the future to complete your certification.

Successful completion of Professional Coaching I will earn participants a certification of completion which includes the number of coach specific training hours.

### III. CERTIFICATE IN PROFESSIONAL COACHING (PROFESSIONAL COACHING MODULES I-II)

Units PC101 – PC210

Globally-accredited coach training suited for those looking for comprehensive theory and practice to begin to operate as a coach, whether independently or internally within your company/organization.

Successful graduates are eligible to apply for the ICF Associate Certified Coach (ACC) and/or the EMCC Foundational European Individual Award (EIA).

Additional assignments and support (such as mentor coaching) are included.

Successful completion of the program requirements earns the coach our Certificate in Professional Coaching ACSTH (67 ACSTH Hours).

## ACCREDITATION PATHWAYS

Our programs are accredited by the ICF (International Coach Federation) and/or EMCC (European Mentoring and Coaching Council), talk to us for more information on your accreditation options.



## INVESTMENT

	Standard Price	Early Bird Pay 1 month before course start	Super Early Bird Pay 2 months before course start
Essentials	2.700 HKD	-	-
Foundations	7.300 HKD	-	-
Certificate in Professional Coaching - ACSTH	23.000 HKD	20.700 HKD	19.600 HKD
Advanced Certificate in Professional Coaching - ACSTH	23.000 HKD	20.700 HKD	19.600 HKD
Certificate in Professional Coaching Mastery - ACTP	43.000 HKD	38.700 HKD	36.600 HKD

## PROGRAM DATES

				JANUARY 2020 Intake			
Programs				Unit #	Group 1: Monday Evening 19:30 PM - 21:30 PM (HK Time)	Group 2: Wednesday Morning 7:30 AM - 9:30 AM (HK Time)	
Certificate in Professional Coaching	Professional Coaching 1	Foundations	Essentials	PC101	06/01/2020	08/01/2020	
				PC102	13/01/2020	15/01/2020	
				PC103	20/01/2020	22/01/2020	
				PC104	27/01/2020	29/01/2020	
				PC105	03/02/2020	05/02/2020	
				PC106	10/02/2020	12/02/2020	
				PC107	17/02/2020	19/02/2020	
				PC108	24/02/2020	26/02/2020	
				PC 109	02/03/2020	04/03/2020	
				PC 110	09/03/2020	11/03/2020	
	Professional Coaching 2				PC 201	16/03/2020	18/03/2020
					PC 202	23/03/2020	25/03/2020
					PC 203	30/03/2020	01/04/2020
					PC 204	06/04/2020	08/04/2020
					PC 205	13/04/2020	15/04/2020
					PC 206	20/04/2020	22/04/2020
					PC 207	27/04/2020	29/04/2020
					PC 208	04/05/2020	06/05/2020
					PC 209	11/05/2020	13/05/2020
					PC 210	18/05/2020	20/05/2020

### Notes:

- Some adjustments to times may occur due to DST (Daylight Saving Time)
- Several intakes (days & times) are scheduled for you to select preferred date
- Prerequisite for **Foundations**: having completed Essentials
- Prerequisite for **Certificate in Professional Coaching**: having completed Foundations

## PROGRAM OUTLINE – UNITS

Below is an outline of Units covered in each level of Coach training:

Programs				Unit #	Duration	Unit Name	
Certificate in Professional Coaching	Professional Coaching 1	Foundations	Essentials	PC101	2 Hours	Introduction to Professional Coaching	
				PC102	2 Hours	Transcend Coaching: Point of View and Core Models	
				PC103	2 Hours	Coaching Competencies: Presence, Listening and Questioning	
				PC104	2 Hours	Structuring a Coaching Conversation and Structuring a Coaching program	
				PC105	2 Hours	GROW on the GO - Practice Session	
				PC106	2 Hours	Areas of Interest and Well-Formed Goals	
				PC107	2 Hours	Exploring Reality	
				PC108	2 Hours	Options and Wrap-Up	
				PC 109	2 Hours	Trust and Mindset	
				PC 110	2 Hours	Programs	
	Professional Coaching 2				PC 201	2 Hours	Review and Teach Back
					PC 202	2 Hours	The Difference Between Knowing and Change
					PC 203	2 Hours	Well-Formed Goals & Practice
					PC 204	2 Hours	Exploring Reality - Elements and Practice
					PC 205	2 Hours	Coaching, Attention and Narratives
					PC 206	2 Hours	Coaching and Neuroscience
					PC 207	2 Hours	Options - Brainstorming & Practice
					PC 208	2 Hours	Wrap-Up - Integral Wrap up & Practice
					PC 209	2 Hours	Introduction to Transformational Coaching
					PC 210	2 Hours	Entry Points to Transformational Coaching

## PROGRAM OUTLINE – COURSE DETAILS

### I. Essential Coaching Skills

This short 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 Units 1-4 of Module 1: Professional Coaching I.

Once completed, there is an option to complete the rest of Module 1 (*Foundations of Coaching*) 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.

## II. Foundations of Coaching

This program is designed for people who would like to build an in-depth foundation for integrating coaching skills into their existing areas of expertise. This covers all the content in Professional Coaching Module I (see below).

Once completed there is an **option to complete the other modules of our training** and, if desired, a certification pathway. 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.

Successful completion of **Professional Coaching I** will earn participants a certification of completion which includes the number of coach specific training hours.

## III. Certificate in Professional Coaching – ACSTH

This program is designed to create a strong foundational set of coaching skills and potentially initiating a coaching practice. Coaches graduate with the confidence, capability and competence to coach at the entry level of international accreditations as defined by the International Coach Federation (ICF) and the European Mentoring and Coaching Council. This program is often chosen by internal or organisational coaches and new coaches. It is also frequently attended by mentors, consultants, trainers, psychometric tool practitioners and counsellors looking to enhance their effectiveness through coaching skills.

Successful completion of the program requirements earns the coach our ***Certificate in Professional Coaching ACSTH (67 ACSTH Hours)***

### a. Professional Coaching I

#### 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

## **b. Professional Coaching II**

### **Aims and objectives:**

To build on the existing foundation through deepening and extending theories, practice and developmental feedback. Coaches will demonstrate a commitment to ongoing development and professional excellence. Designed to rapidly and effectively build coaching competency this module focuses on grounding coaches in models, tools, developmental theory and neuroscience. In turn, this develops competency and capability in the realms of horizontal and vertical development, moving beyond "performance coaching". This program will deepen and expand coaching skills and competency in preparation for obtaining an international coaching credential.

### **Learning Outcomes:**

- Grounding in adult learning, neuroscience and developmental theory
- Deepening skills in the application of foundational models, methods and coaching moves
- New coaching tools and applications of existing tools to broaden and deepen coaching skills.
- Increased skill in partnering with coaching clients in the development of well-formed goals
- To deal with real coaching challenges and opportunities from practice
- To become even more grounded in who you are as a coach, what is expected from the role of a coach and remain present in a transformational way
- A commitment to competency-based development based on practice-based feedback and reflection
- An increasing appreciation for the value of instructor (supervisor/mentor) support, engagement and reflective practice
- Confidence they have surpassed coaching competency at the Foundational level through assessment and an acknowledgment they have reached the ACC level as defined by the ICF
- To link coaching approaches and practices to developmental theory and neuroscience.

## Assignments and Reflective Learning:

- **Reflective Learning 1.0** - The Challenge of Defining Coaching
- **Reflective Learning 2.0** – Ethics and Professional Standards in Coaching
- **Group Mentor Coaching 1.0** – within 3 months of beginning the program
- **Reflective Learning 3.0** - Preparation for **Individual Mentor Coaching 2**
- **Reflective Learning 4.0** - Reflections on Coaching Competencies
- **Individual Mentor Coaching 2.0** - an Individual Mentor Coaching session based on Mentor Coach feedback from a recorded coaching session, instructor observations and **Reflective Learning 3.0** - Preparation for Mentor Coaching Observed Coaching Practice
- **Reflective Learning 5.0** – Mid Point Review
- **Reflective Learning 6.0** – Personal Statement
- **Observed Coaching Practice** - Recorded session with Transcend Assessment
- **Individual Mentor Coaching 3.0** –an Individual Mentor Coaching session designed to help the coach develop in specific competency areas
- **Group Mentor Coaching 4.0** – a group mentor coaching session on preparation for Reflective Learning 7.0
- **Reflective Learning 7.0** - Coach Development Plan
- **Coaching Assessment** - Coaches are assessed based on their assignments, observed practice sessions and recorded coaching submission. In order to graduate, coaches must demonstrate the coaching competencies at the entry level of international accrediting bodies.