

Certificate in Professional Coaching Programme Outline

Level 1 Certificate in Professional Coaching

Our **Certificate in Professional Coaching** programme is designed to create a strong foundation for building coaching skills and professional coaching practice. Coaches graduate with the confidence, capability and competence to coach at the Associate Certified Coach (ACC) level as defined by the International Coach Federation (ICF) and qualify for the Coach European Individual Award (EIA) at the Foundations or Practitioner level. This program is often chosen by internal or organisational coaches and others wishing to apply the skills of coaching to other domains of their lives. This programme is Part 1 of our ICF Level 2 Accredited programme.



Inclusions

Consists of a total of 71 hours of ICF-approved content, of which:

Pre-work before
in-person
sessions*
3+ hours

Pre-work before
online webinars*
3+ hours

Mentor
Coaching/Coaching
Supervision

10 hours: Aug 23 19:00 to
21:00 HKT, the remaining
dates TBC

Reflective
Learning
Assignments

approx. 13 hours

In-person
classroom training

24 hours: May 30, May 31,
June 1 daily from 9:30 to
18:00 HKT

Online classroom
training

12 hours: Jul 5, Jul 12, Jul 19, Jul
26, Aug 2, Aug 9 from 19:00 to
21:00 HKT

Observed Coaching
Practice with
feedback

6 hours - either
online or in-person
sessions

*Please note the time it takes for assignments to be completed, depends on the participants' submission time and that there are different assignment hours if you are interested in EMCC accreditation. In addition to this, under the new ICF Level 1 accreditation process, you can elect to be assessed at the ICF ACC level by our assessors at a nominal fee.

Programme Overview

Coaches receive readings and activities before training to understand the concepts and principles being taught. This helps to create a more advanced and focused training session that builds upon foundational knowledge and moves learners towards more advanced or applied learning.

Coaches have a one month break between in-person training and online webinars. During this time, they are expected to practice, reflect, sign up for Observed Coaching Practice and Mentor coaching, and use provided resources such as pre-recorded lectures, video demonstrations, and self-directed exercises to reflect on previous learnings and prepare for the next part of training.

Observed Coaching Practice (**Aug 9, 16, 19:00 - 21:00 HKT**)

Group Mentor Coaching (**Aug 23, 19:00-21:00 HKT**)

Individual Mentor Coaching (**scheduled by request**)

Reflective learning assignments (LMS)

PRE WORK

IN PERSON TRAINING

ASYNCHRONOUS LEARNING

ONLINE WEBINARS

POST WORK

Day 1: May 30, 9:30 to 18:00

- Welcome / Introduction to Coaching
- Transcend Coaching POV
- ICF Competencies

Day 2: May 31, 9:30 to 18:00

- Managing a Coaching Conversation
- The PROG Framework
- GROW

Day 3: Jun 1, 9:30 to 18:00

- Co-creating a Well-Formed Programme Goal
- Managing a Coaching Programme

Venue:

The Hive Sheung Wan, 33-35 Hillier St, Sheung Wan, Hong Kong

Neuroscience

(**Jul 5, Jul 26, Aug 2, 19:00 - 21:00 HKT**)

- From Learning to Change
- Conditions for Insight
- Reprogramming the Autopilot

Expanding your Toolkit

(**Jul 12, Jul 19, 19:00 - 21:00 HKT**)

- Elements Model
- Options / Brainstorming
- Integral Wrap up

Observed Coaching Practice (Aug 9, 16, 19:00 - 21:00 HKT)

Online Webinars via ZOOM
(Details to be provided)

Post Work

Join Upcoming Mentor Coaching/Coaching Supervision Sessions

Participants need to join 2 individual mentor coaching sessions and 5 group sessions. The first group mentor coaching session for this cohort is on **Aug 23, 2023 (19:00-20:30 HKT)**. If participants are unable to attend on this date, they can sign up to other sessions through the links provided in the LMS. Individual mentor coaching sessions are scheduled by request.

Sign Up for Observed Coaching Practice Sessions

Observed coaching practice sessions happen once or twice a month. Participants need to join at least 3 sessions. There will be observed coaching practice sessions during training but participants may sign up for additional sessions via the LMS

Sign Up for our Optional Peer Coaching Practicum

This activity gives coaches a chance to practise coaching in a safe environment and get to know other Transcend coaches outside of their training class. This activity also helps in building up your experience hours.

Submit Reflective Learning Assignments

There are 5 written reflective learning assignments to be submitted at the end of the program. The details of these assignments will be provided in the LMS.

Completion Requirements

All students are expected to complete all aspects of the programme as indicated in the inclusions section. In the event that attendance is not possible, then alternative solutions will be provided that comply with ICF and EMCC coach training standards. Depending on the content in question this could mean attending at a different time, reviewing the recording or additional fees sessions that do not fall under the previous two categories

Certification

Successful completion of this programme earns the coach our Certificate in Professional Coaching and is approved content for 71 Contact Hours. Students are eligible to apply for the ACC (Associate Certified Coach) accreditation via the Level 1 Path upon the successful completion of both the assessment and achieving the coach practice requirement of 100 hours. For those coaches choosing the EMCC path to accreditation additional assignments will be required and you will be recommended to the EMCC for accreditation at the appropriate level based on your coaching experience and capabilities.

Aims and Objectives

Program develops essential competencies for coaching

Supports greater understanding about the skills and approaches used within the coaching profession.

Deepens and extends theories and practice

Explores the fundamentals of coaching theory and practice

Provides developmental feedback to coaches

Supports coaches in their development through feedback

Emphasizes high-level competency and ongoing development

Focuses on developing advanced skills and continuing to grow as a coach

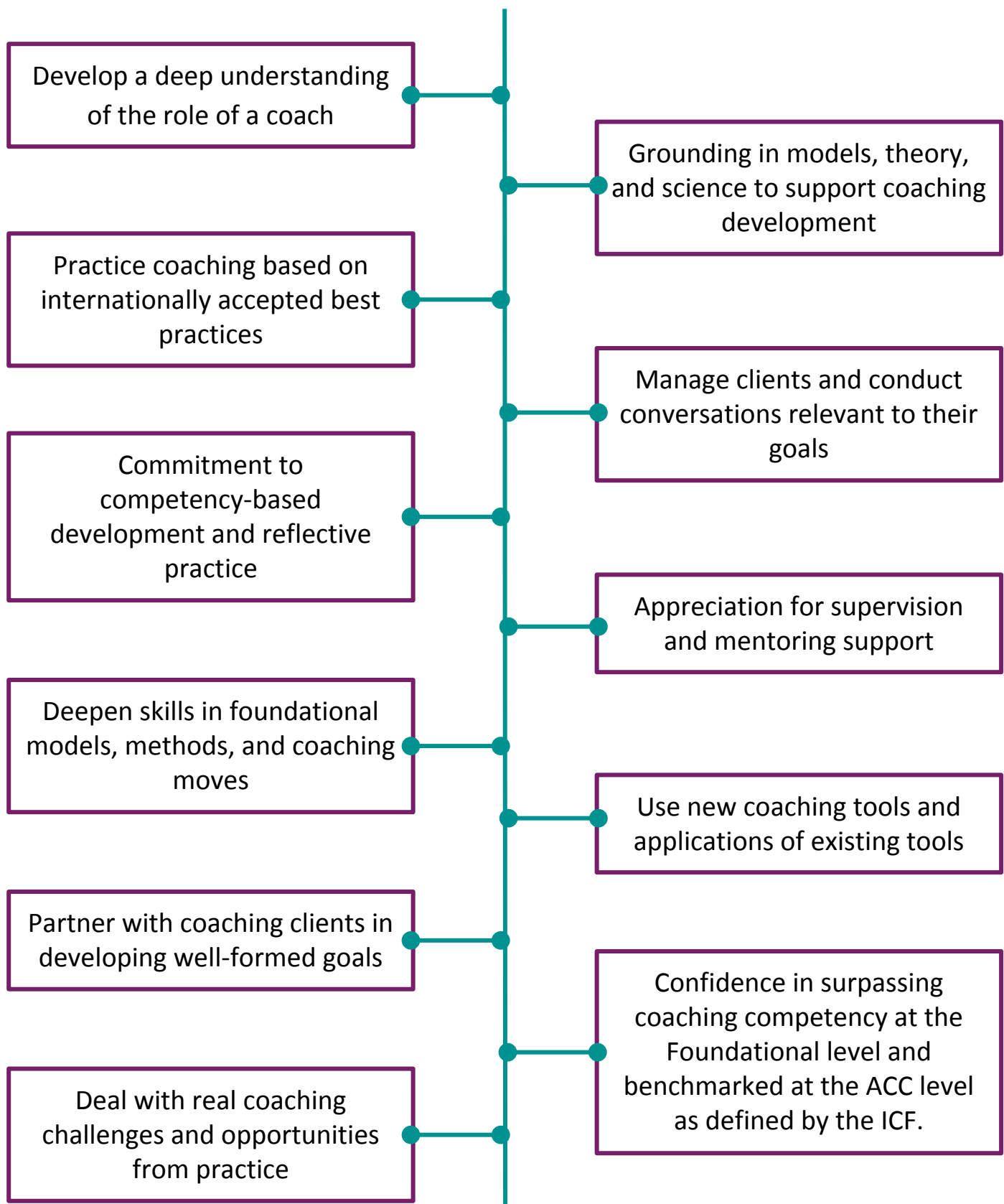
Focuses on models, developmental theory and neuroscience

Explores the latest research in coaching models, theory and neuroscience

Aims to achieve EMCC Practitioner and ICF ACC credentials

Provides a pathway to gain professional qualifications in coaching

Learning Outcomes



To learn more about our coach training programme, visit <https://bit.ly/3MfFicI>

Email us at enrolment@transcend-intl.com for your enquiries