



Ignite Global 360 Advanced Coach Specific Education

**ICF-ACCREDITED**  
PROFESSIONAL COACHING MASTERY  
CERTIFICATION ENCOMPASSING  
CHILD/ADOLESCENT DEVELOPMENT  
AND PARENTING  
**LEVEL ONE EDUCATION**  
ICF ACC CREDENTIAL BUNDLE



Ignite Global 360 Advance Coach Education

## COMPREHENSIVE CURRICULUM

### **ICF-ACCREDITED PROFESSIONAL COACHING MASTERY CERTIFICATION ENCOMPASSING CHILD/ADOLESCENT DEVELOPMENT AND PARENTING**

ICF Level One Education for Associate Certified Coach (ACC) Credential

At Ignite Global, we specialize in Advanced Coach Specific Education enabling you to become a masterful coach, embodying heart-based, holistic transformational coaching.

Our signature programs include Individual Coaching, Group & Team Coaching, Child/Adolescent Development, and Parenting Coaching, with the possibility to specialize in a wide variety of coaching specialties such as Executive Coaching, Leadership Coaching, Life Coaching, Spiritual Coaching, Relationship Coaching, Psychedelic Integration Coaching, etc. All our programs are suitable for both individuals who intend to excel as Professional Coaches and professionals passionate about sharpening their leadership communication.

We are delighted to have you here. At this moment, you may not fully grasp the profound impact this journey will have on your life, leading you towards unexpected positive paths. Throughout this process, you will delve deep into your inner self, gaining insights to live an inspired life. Most importantly, you will acquire the expertise to create value and make a significant difference in the lives of children, adolescents, parents, and future generations to come. Coaching, being a higher vibrational profession, is truly a noble pursuit that we take pride in.

We at Ignite Global take pride in our Professional Coaching Mastery Certification encompassing Child/Adolescent Development and Parenting (PCMC-CADP), being the first-ever coaching certification fully accredited by the International Coaching Federation. Through an ongoing in-depth investigation, we have conducted an extensive study into the effectiveness of a specialized coaching approach in promoting optimal outcomes in child and adolescent development, parenting, and education. Utilizing a methodology grounded in evidence-based practices, we have successfully pioneered the creation of a groundbreaking, all-encompassing mastery program focused on coaching child and adolescent development and parenting.



Our specialized certification caters to professionals ranging from absolute beginners to well-experienced Coaches. This program covers advanced specialized coaching education, child and adolescent development psychology, and parenting science, fulfills ICF mentoring requirements, includes ICF assessment and credentialing exams, and offers all-inclusive preparation for the ICF credentials: ACC, PCC, and MCC. We provide a convenient one-stop service to support you throughout the entire certification process.

We are truly Global; our programs can be accessed from anywhere in the world at your fingertips. All our programs can be fully completed 100% virtually. And we also conduct retreat-based training in Asia.



IGNITE  
GLOBAL

### **Seven key highlights of our programs.**

1. Your journey begins at the very basic, and we facilitate your development as an advanced professional systematically on an accelerated phase.
2. We only accept a maximum of 12 students into our public cohorts, providing individual attention focusing on your 360 development as a Professional Coach at every stage.
3. We are passionate about sharing this life-transforming knowledge and want to make it available to as many individuals and professionals as possible; hence, our world-class program fees are affordable, and our value-packed foundation programs are free.
4. We incorporate Coaching Science and Art, Psychology, Neuroscience, Industry Best Practices, and Practical Ancient Eastern Philosophies with science and energy perceptions in a good balance in building the legend of a Masterful Coach.
5. We utilized Experience Based Adult Centric Learning Pedagogy in creating this program, including empowering, intriguing and introspective activities that will keep your senses alive through and create paradigm shifts.
6. All Ignite program includes comprehensive Marketing and Business Development training, six months of Business Coaching, and an international professional network to practice coaching as a privilege of being an Ignite Certified Coach.
7. As a Leading Global Coach Education provider, we also support, nurture and co-create with a large Professional Network of Coaches, creating a thriving community.

This program prepares you for the ACC Program embodying masterful coaching from the very beginning of your coaching practice and creating a direct professional development path towards PCC, MCC Credentials, and beyond.

It is essential to move beyond the mediocrity of average coaching at the dawn of the development of AI technologies. Undoubtedly, the coaches who embody the expression of 'humanness' navigating consciousness of the human condition, energetic perception, and intuitive abilities to deliver masterful coaching are inclined to excel and thrive.

If you intend to embody mastery in your coaching delivery at MCC Credential Level at your earliest (regardless of your credential level) and beyond, commencing the advanced coach education at your earliest is essential. True mastery of coaching is gained through the application of advanced coaching knowledge, skills, and best practices over a significant period of time.

At Ignite Global, we have extensive experience in delivering mastery of accredited quality coach education, enabling you to excel in industry standards confidently. Hence, commencing your advanced coach education journey at your earliest is essential to excel as a truly Masterful Coach.

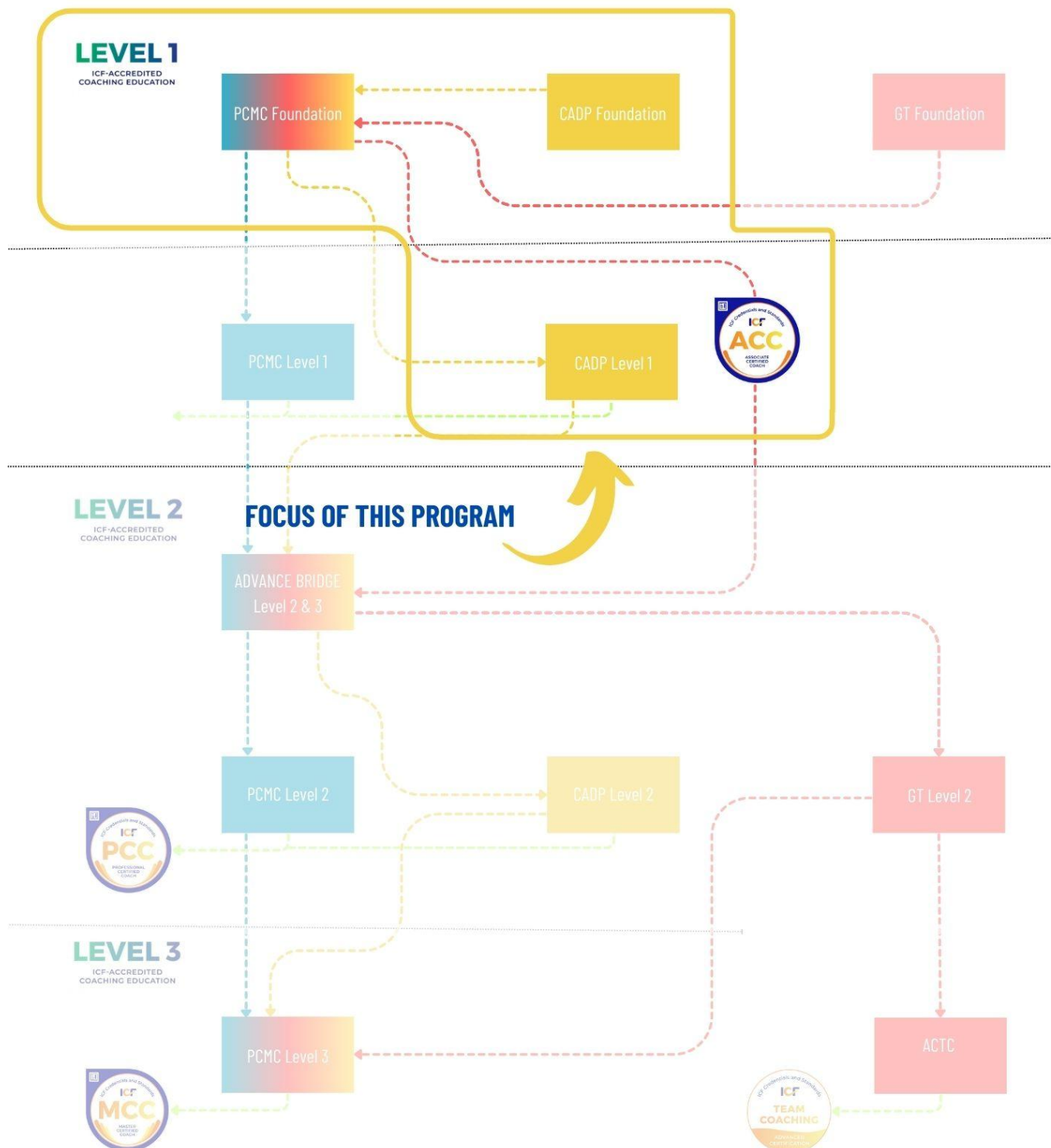
This program encompasses advanced mastery level coaching education, ICF assessment requirements, and all-inclusive ACC Credential preparation as a one-stop service. We have an amazing group of aspiring coaches joining our programs from around the world, and we celebrate the excitement and value of co-creation together as an alliance.

We are authentic and BOLD, and we know our stuff. This is an invitation for you to co-create with us, if this ignites a spark in you!



# IGNITE GLOBAL

- PCMC - Professional Coaching Mastery Certification (Individual Coaching)
- CADP - Professional Coaching Mastery Certification encompassing Child/Adolescent Development & Parenting
- GT - Professional Coaching Mastery Certification for Coaching Groups & Teams
- ACTC - Advance Certification in Team Coaching
- Mastery of ICF Co-competency



## **EIGHT DOMAINS OF PROFESSIONAL COACHING EDUCATION**

DOMAIN 01: An overview of Coaching Science and its role as a profession.

DOMAIN 02: Journey into the World of Professional Child/Adolescent Development and Parenting Coaching: An In-Depth Specialization.

DOMAIN 03: Cultivating intricate relationship dynamics within the coach-client relationship.

DOMAIN 04: Essential Psychology & Neuroscience for Professional Coaches

DOMAIN 05: Attaining Mastery in Coach-Specific Communication: Empowering Effective Dialogue and Connection.

DOMAIN 06: A practical approach to Deepening Awareness and Facilitating Transformational Outcomes in Professional Child/Adolescent Development and Parenting Coaching

DOMAIN 07: Essential Elements of Holistic Child/Adolescent Development Education: Exploring Comprehensive Growth and Well-being.

DOMAIN 08: Mastery of coaching science on parenting, relationships, and family development.

## **ADDITIONAL DOMAINS FOR A SUCCESSFUL COACHING PRACTICE**

10. Mastery of ICF Co-Competency and Minimum Skills Requirements for acquiring Professional Standards for ACC Level. APPENDIXES A and B

11. Acquiring Global Recognition ICF ACC Credential Bundle

## **MARKETING & BUSINESS DEVELOPMENT**

**A. Ignite Credential Accelerator:** Acquisition of coaching experience (ICF recognized paid coaching hours)

**B. Ignite Business Development Series:** Essential business development aspects for a successful coaching practice

**C. Recognition of Excellence:** In-person awarding of Certification and Recognition of ICF Credential Success

When you are ready to start the Professional Coaching Mastery Certification encompassing Child/Adolescent Development and Parenting (PCMC-CADP) for Level One Education, reach out to us via email at [leah@igniteglobal360.com](mailto:leah@igniteglobal360.com) or contact us through our website [www.igniteglobal360.com](http://www.igniteglobal360.com).

## PROGRAM STRUCTURE AND ICF ACCREDITATION STANDARD

Below is a summary of the components of the program through a step-by-step process for your comprehension. We are able to provide this program through our public cohorts as well as through customized programs addressing the unique needs of both individuals and organizations.

- ICF Synchronous mandatory education stipulates at least 50% of real-time coach educator-led training, and 80% of the Coach Education must be based on ICF Co-competency.
- Ignite Global is accredited with ICF's newest Accreditation standard – **Levels Certification**.
- There is no specific prerequisite for ICF Level One program.
- Medium of delivery is English
- The designation of the Certification is Professional Certified Masterful Coach (PCMC). Which can be used as a prefix along with your name. i.e., First Name Last Name PCMC (or John Smith PCMC)
- As you obtain Associate Certified Coach Credential, the designation evolves as First Name Last Name PCMC ACC (or John Smith PCMC, ACC)
- The delivery of the program utilizes the Adult Centric Learning Pedagogy and employ learner-led interactive and highly engaging methodologies.
- Completion of Level One Program may take up to 6 months.



## STRUCTURE OF THE PROGRAM

The program is connected with ICF Level One, ACC Credential Track, and subdivided into stages for efficient delivery. For the easy usage of segments of the program, we labeled our programs with the ICF 'Level' of Education and each segment as a 'Stage' within Ignite certification standards. The segments consist of the 'Level Number' and the 'Stage Number' (L#S#). For example, the Level One Foundation of this program, which includes bite-sized video content and interactive self-paced activities, is identified as Level One Stage One, abbreviated as L1S1, for easy reference. And the second segment, the live or the synchronous part of Coach Education, is identified as Level One Stage Two (L1S2).

Identifier	Segment	Details	Delivery	Duration
L1S1	Foundation of PCMC Foundation of PCMC- CADP	Includes pre-recorded bite-sized comprehensive coach education and interactive activities which you can jump-start upon enrolment in the program.	Full online & self-Paced	20+ synchronous hours. Prerequisite for L1S2
L1S2	Synchronous Live Classes	<p>Deepening of advanced practical coaching techniques. And the practical application of the knowledge and skills gained from the foundation (L1S1), integrating coaching competency and best practices into a real-world coaching execution.</p> <p>The classes are coach-educator-led &amp; include live interactions with a limited number of trainee coaches.</p> <p>Minimum of 50% live attendance is encouraged for optimum skill development.</p>	<p>Full online or on-location training based on your preference.</p> <p>The Live Classes are video recorded &amp; replay is available via the E-learning platform.</p>	<p>32 synchronous hours.</p> <p>Includes eight interactive and highly engaging live classes, 4 hours of duration for each class on pre-determined dates.</p>
	Parallel E-learning	Self-paced learning of Child/Adolescent, and parenting development education and specialized coaching skills, observation of a live recorded coaching case study and other relevant recourses	E-learning-Awaken Mind Guide	50+

Identifier	Segment	Details	Delivery	Duration
L1S3	Practicum & Peer Reviews  Coaching Incubator- Case study	<p><b>Practicum:</b> Includes delivering coaching to 6 coachees, minimum of 6 hours to each coachee and submitting a self-review of one session based on the review criteria provided.</p> <p><b>Peer Reviews:</b> Peer review on a cross-assessment basis of 3 coaching recordings in alignment with the review criteria provided.</p> <p><b>Coaching Incubator- Case study:</b> Starting of a coaching engagement with a parent-child/adolescent client. The coaching relationship engagement should last for 6 to 8 sessions. The sessions are live recorded and one of the sessions will be expected to be submitted for final assessments as a case study.</p>	Self-paced.  The reviews are submitted via the E-learning platform.	10+ synchronous hours.  Qualifier for L1S4.
L1S4	Assessment & Feedback	<p><b>Assessment 01:</b> Submission of a Coaching Recording meeting preliminary ICF ACC Markers. The duration of the session must be between 20 to 60 minutes and submitted as an Audio file format along with a verbatim transcript.</p> <p><b>Assessment 02:</b> Submission of a Coaching Recording with a minor client aged between 10 to 18 meeting preliminary PCMC-CADP Markers. The duration of the session must be between 20 to 60 minutes and submitted as an Audio file format along with a verbatim transcript.</p> <p><b>Feedback:</b> Strengths and developmental opportunities will be provided by an Ignite Coach Educator in written format.</p>	Self-paced.  The submission is made via the E-learning platform.	10+ synchronous hours.  Qualifier for L1S5.
L1S5	Awarding of ACSTH Certification	At this stage trainee coach obtains the qualification and is designated as a Professional Certified Masterful Coach (PCMC) via ICF Approved Coach Specific Training Hours Certification (ACSTH).	Digital Certification.	Upon meeting a passing score for L1S4

Identifier	Segment	Details	Delivery	Duration
<b>L1S6</b>	Gain ICF qualified paid coaching hours	<p>As a qualified coach, you are invited to join <a href="#">Ignite Credential Accelerator Program</a> (unique to Ignite Global) as a complimentary benefit and gain experiences via reciprocal coaching, collaborating with 100s of coaches from around the world towards the paid coaching requirement of ICF Credential.</p> <p>The participating coaches are grouped based on their skill level. You will be included in a group with a similar level of competency and gradually moved forward based on your level of advancement.</p>	<p>Registration is required.</p> <p>Delivery of coaching is self-paced.</p>	No limitation on the number of coaching hours you shall receive and deliver.
<b>L1S7</b>	ACC Credential Bundle for ICF Level One Certification	<b>Requirements for ACC Credential</b>		
		60+ Hours of Coach Education Certification.	Delivered via ACSTH (L1S5)	
		<p>100+ Hours of delivery of coaching experience encompassing a minimum of 75 hours of paid coaching and a maximum of 25 hours of pro bono coaching.</p> <p>At least 25 of those experience hours must occur within the 18 months prior to applying for the relevant credential.</p>	Accumulate through the practicum (L1S3), Ignite Credential Accelerator Program (L1S6), and your own self-paced coaching experience.	The coaching experience is accumulated from the commencement date of the ICF Accredited Coach Education program.
		<p>10 Hours of ICF-approved mentoring. A minimum of 3 hours of individual mentoring and a combination of group mentoring, summing up to 10 hours of mentoring should be delivered by an ICF-qualified mentor.</p> <p>Ignite ICF Mentoring program includes 3 to 10 hours of individual mentoring and 6 months of group mentoring (minimum of 24 hours).</p>	All Ignite mentors and educators are industry-experienced professionals, holding PCC and MCC credentials.	Mentoring should be delivered at least 3 months prior to submission of the relevant credential.

Identifier	Segment	Details	Delivery	Duration
		ICF Coach Performance Evaluation.  At the ACC Level, a coach must demonstrate a passing score at ICF ACC markers.  Submission of a Coaching Recording meeting ACC Markers. Duration of the session must be between 20 to 60 minutes and submitted as an Audio file format along with a verbatim transcript.  A coach intending to obtain ICF Level One Certification directly can be exempted from L155.	Ignite as an ICF Levels Accreditation Standard Provider, your coaching recording will be <u>internally</u> assessed and liaised with ICF directly.	Assessment duration is 10 business days.
		ICF Credentialing Exam.  Credentialing Exam is the ICF Measurement for Credential Success and is taken directly with ICF.	We created a similar Mock Exam for ICF Credentialing Exam to support you.	Exam duration is three hours. Mock Exam is available for 30 days for practice.
		<b>Awarding of the ICF Level Certification.</b>	Digital certification.	
<b>L158</b>	Credential Exam and ACC Application.	Once the ICF Level One Certification is awarded to you by Ignite Global, you are ready to submit the ICF Credential Application.  Once your application is approved, ICF will send you the Credentialing Exam directly.	ICF Credentialing Exam can be completed via an online link or through a center based on your preference and geographical location.	Exam duration is three hours. Online exam window is 60 days and the exam through a center is appointment based.
		Upon successful completion of the ICF Credentialing Exam, you receive ICF ACC Credential.		For Credential applicants via Levels Certification, the duration is 4 weeks.



Identifier	Segment	Details	Delivery	Duration
<b>L1S9</b>	Organic Business Development Masterclasses	<p>Twelve months of proven business development &amp; marketing strategies via live masterclasses. Ignite Business MasterMind runs for over a year providing you with organic business and marketing strategies for establishing a coaching business step by step.</p> <p>Complimentary Access to Ignite Graduates.</p>	Via live classes or re-play on the E-learning platform.	12 months of live classes or re-play at your own pace.
<b>L1S10</b>	Ignite Business Incubator	<p>Ignite Business Incubator is six months of business coaching guiding you to strategize your Coaching Business from scratch to success. The sessions are conducted in a small group setting providing you individual attention to maximize your business impact.</p> <p>Complimentary Access to Ignite Graduates.</p>	The dates and the timing of the sessions are mutually agreed upon between the team you are assigned to.	<p>Six months.</p> <p>Each cohort includes 12 Business Coaching sessions each with 90 minutes.</p>
<b>L1S11</b>	In-person Graduation & Award Ceremony	<p>Graduation ceremony is organized by Ignite Global on an annual basis to honor the coaches who complete ACSTH, Levels Certification, and/or ICF Credential.</p> <p>Includes Printed Certificate, Award, or Badge of Recognition.</p> <p>Not mandatory.</p>	The graduation ceremony takes place in February each year in Bangkok, Thailand.	Date of the annual award ceremony is predetermined a year in advance.

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Ignite Global 360 Advance Coach Education

**ICF ACCREDITED PROFESSIONAL COACHING MASTERY CERTIFICATION  
ENCOMPASSING CHILD/ADOLESCENT DEVELOPMENT AND PARENTING**

**COMPREHENSIVE CURRICULUM**

**EIGHT DOMAINS OF PROFESSIONAL CHILD/ADOLESCENT DEVELOPMENT AND PARENTING  
COACHING EDUCATION**

**DOMAIN 01: An overview of Coaching Science and its role as a profession.**

- 1.1. History and Evolution of Coaching
  - 1.1.1. Unraveling Misconceptions and Realities of Coaching
- 1.2. Decoding the Industry Definition of Coaching- An In-Depth Analysis and Exploration
  - 1.2.1. Understanding the Distinctions Between Coaching and Related Professions
  - 1.2.2. ICF Code of Ethics
  - 1.2.3. Depths of Coaching as a counterintuitive Intervention
- 1.3. Building Blocks for Professional Growth
  - 1.3.1. General Coaching Niches
  - 1.3.2. Professional Credibility
- 1.4. Using Models to Strategize Problem-Solving
- 1.5. Some Popular Approaches and Tools that can complement the coaching

**DOMAIN 02: Journey into the World of Professional Child/Adolescent Development and Parenting Coaching: An In-Depth Specialization**

- 2.1. Child/Adolescent Development and Parenting Coaching: Mastering a Specialized Niche for Effective Guidance
  - 2.1.1. Journey into Child/Adolescent and Parent-Centric Coaching
  - 2.1.2. Contrasts in Coaching: Adult vs. Child/Adolescent Coaching Approaches
  - 2.1.3 The Child-Parent Ecosystem: Nurturing Bonds and Growth through Coaching
  - 2.1.4. Child/Adolescent Development and Parenting Coaching as Reflective
  - 2.1.5. Reflective Practice in Child/Adolescent Development and Parenting Coaching: Enhancing Awareness and Effectiveness

## 2.2. Revealing the Expertise: The Professional Coach's Role in Child and Adolescent Development and Parenting

2.2.1. It starts with the heart

2.2.2. Practicing as a generalist vs. practicing as a specialist

2.2.3 Specialized Coaching Skills in Child/Adolescent Development

## 2.3. The mastery of True Specialization in Child/Adolescent Development and Parenting Coaching as a practitioner

2.3.1. Embodiment of Coaching Mindset as a Professional Child/Adolescent Development Coach

2.3.2. Professional Coaching Mannerisms-Body language mastery for the coach

2.3.3. Supervision and Mentoring in Professional Child/Adolescent Development Coaches

2.3.4. Pitfalls to Avoid as a Professional Child/Adolescent Development Coach

2.3.5. Trigger Management for Coaches: Navigating Personal Emotions to Maintain Professional Effectiveness

2.3.6. Emotional Resilience in Coaching: Effectively Supporting Clients through Intense Emotions

2.3.7. 60 minutes before a Coaching Session!

## 2.4. Practical Debriefing of the Coaching Journey

2.4.1. Exploring Specialized Niches in Professional Child/Adolescent Development Coaching

2.4.2. Typical coaching clients

2.4.3. Value proposition of coaching from the client's perspective

## 2.5. Introduction to the coaching process

2.5.1. Effective Consultation Session

2.5.2. Discovery session

2.5.3. Relationship building session

2.5.4. Regular coaching sessions

2.5.5. In-between coaching conversations?

2.5.6. Completion session

## **DOMAIN 03: Cultivating intricate relationship dynamics within the coach-client relationship**

### **3.1. Authentic Relationship in Coaching: The Foundation for Effective Client Transformation**

#### **3.1.1. Authenticity**

### **3.2. Creating a Safe and Supportive Coaching Environment**

#### **3.2.1. Establishing safety in a coach-client relationship - Coaching contract and confidentiality agreement**

#### **3.2.2. Building Character Qualities for Client-Coach Relationship: Subtleties of Sympathy, Empathy and Apathy**

#### **3.2.3. Co-creation of Empathy from a coaching perspective**

#### **3.2.4. The Gift of Non-Judgment in Coaching**

#### **3.2.5. Trust as the foundation of the relationship - What to do when the minor client says, “Don’t tell my parents!”**

### **3.3. Navigating Relationship Roles in Coaching: Balancing Dynamics for Successful Client Progress**

#### **3.3.1. Artistry of Coaching Presence**

#### **3.3.2. Elements of Relationship Roles in Child/Adolescent Development and Parenting Coaching**

#### **3.3.3. Authority vs. Influence in Professional child/adolescent coaching**

#### **3.3.4. Coaching as an Equal Partnership**

### **3.4. Mastering Rapport Building in Coaching**

#### **3.4.1. Age-appropriate rapport-building techniques for different ages**

## **DOMAIN 04: Essential Psychology & Neuroscience for Professional Coaches**

### **4.1. Understanding the Psychological Framework for Human Needs**

### **4.2. The Emotional guidance system**

#### **4.2.1. Enhancing Coaching Effectiveness through Understanding and Applying Emotional Awareness**

#### **4.2.2. Understanding the Phases of Children’s Social and Emotional Development**

#### **4.2.3. Exploration of Emotional and Social Advancement During Adolescence**



#### 4.2.4. Emotional Well-Being of Parents and Child Development - Implications for Coaching

### 4.3. Fostering Learning Opportunities through Emotional Guidance system

#### 4.3.1 Common Emotional Expression Strategies in Childhood

#### 4.3.2. Growing Emotionally Intelligent Children and Adolescents: A 5-Step Method for Cultivation

#### 4.3.3. Emotion Detective

#### 4.3.4. Expressions of emotions through creativity

#### 4.3.5. Understanding emotions in the body

#### 4.3.6. Building empathy in children and adolescents

### 4.4. Understanding the Foundations of Human Belief System

#### 4.4.1. Absorbent Mind

#### 4.4.2. Cognitive Distortions

#### 4.4.3. Origins and Influences on Human Beliefs

#### 4.4.4. Neuroplasticity

#### 4.4.5. Positive self-image

#### 4.4.6. Positive self-talk

#### 4.4.7. Importance of a healthy environment and role modeling

### 4.5. The power of the human brain

#### 4.5.1. The left and the right brain

#### 4.5.2. What is creativity?

#### 4.5.3. The Power of Imagination

#### 4.5.4. Logical Reasoning and critical thinking

### 4.6. Unlocking the Inherent Creative Power Within Enhancing Human Potential for Innovation and Imagination

#### 4.6.1. Thinking and reflective abilities of children and adolescents

#### 4.6.2. The Importance of Offering a Safe Space for Reflection

4.6.3. Powerful Mental tools: Deepen the client's imagination and self-awareness

4.6.4. Coach as a storyteller – Using metaphors

4.6.5. Coaching through role play, art, physical movements, and other creative expressive activities

4.7. Self-awareness and mindfulness

4.7.1. Understanding of the Self

4.7.2. Self- Awareness Model and psychometric test

4.7.3. Mood Mapping of Your Client

4.7.4. Parent-Child Mood Map- Yale

4.7.5. Tapping to The inner Wisdom- Enhancing Intuition

4.7.6. Mindfulness as a lifestyle

4.8. Psychology of Human Behaviour

4.8.1. Behavioral Development in Children and Adolescents: Understanding Patterns and Influences

4.8.2. Exploring Healthy and Unhealthy Behaviors in Children and Adolescents

4.8.3. In-depth Understanding of Root causes of challenging behaviors in children and adolescents

4.8.4. Science of Human Social Behaviour

4.8.5. Supporting positive behavior development

## **DOMAIN 05: Attaining Mastery in Coach-Specific Communication: Empowering Effective Dialogue and Connection**

5.1. Are you being a listener or the hearer- Navigating Communication Proficiency

5.1.1. What are we listening for? Story of disappointed elementary-school student Clara.

5.2. Listening goes beyond the ears!

5.2.1. Authenticity in communication- Subconscious communication

5.2.2. Outward Listening: The Art of Attentive and Responsive Communication

5.2.3. Inward Listening: Enhancing Self-Awareness for Effective Communication

5.2.4. Becoming an Engaged Listener: Tips and Techniques

#### 5.2.5. Kinesthetic Listening: Mastering Note-Taking Techniques in Coaching Sessions

### 5.3. Intuitive Listening: Harnessing Instinctive Insights for Effective Coaching

5.3.1. Robust silence as a golden opportunity in coaching children, adolescents, and parents.

5.4. Best cause of action when the client is stuck in repetitive patterns without achieving meaningful progress

### 5.5. Types of communication styles

5.5.1. Parent-child communication gaps

### 5.6. Communication development of children, adolescents, and parents

5.6.1. Communication development stages of children and adolescents

5.6.2. Behavioral Expression in Children and Adolescents: Understanding Non-Verbal Communication and Emotional Responses

5.6.3. The Direct Correlation between Communication and Body Language in Children and Adolescents

## **DOMAIN 06: A practical approach to Deepening Awareness and Facilitating Transformational Outcomes in Professional Child/Adolescent development and parenting Coaching**

### 6.1. Enhancing inner wisdom through Powerful Inquiries in Coaching

6.1.1. Natural Human Curiosity

6.1.2. The Empowering Impact of Encouraging Children to Ask Questions: Fostering Curiosity and Learning

### 6.2. Mastering the Art of Powerful Inquiry

6.2.1. Age-appropriate Inquiry

### 6.3. Feedback as a powerful coaching tool

6.3.1. Creating a Nurturing Space for Personal Growth and Development

6.3.2. Effective Supervision and Guidance

6.3.3. Yale feedback model for young children

### 6.4. The foundation of the Strength-based coaching approach

6.4.1. Growth Mindset

6.4.2. Stages of Change

- 6.4.3. External Motivation vs. Self-Motivation
- 6.4.4. Self-Efficacy as a mantra for development!
- 6.4.5. Identifying the Strengths, Values, and Passions of the Client
- 6.5. The foundation of transformational practical outcomes
  - 6.5.1. Creating a 360' Vision
  - 6.5.2. Ignite's 360 vision model designed by Lux
  - 6.5.3. Nurturing The Young Visionary
- 6.6. Navigating the road map to success - Setting Goals
  - 6.6.1. Foundation to effective goal setting- Types of goal setting in child/adolescent development and parenting coaching
  - 6.6.2. Goals setting in professional coaching
  - 6.6.3. Goal setting from the perspective of the child-parent ecosystem
  - 6.6.4. A specialized approach to age-appropriate goal setting
  - 6.6.5. Mind mapping tools
- 6.7. Coach as a strategist of client success
  - 6.7.1. Designing Ing a unique plan of action
  - 6.7.2. Power of Collaboration
- 6.8. Execution- Creating a lasting impact for clients with a resource pool.
  - 6.8.1. Healthy Accountability
  - 6.8.2. Creating a sustainable support network- individual accountability and family accountability
  - 6.8.3. Evaluating Progress
  - 6.8.4. Effective strategies to Overcome obstacles
  - 6.8.5. Encouragement
  - 6.8.6. Success Celebration and Rewards



## **DOMAIN 07: Essential Elements of Holistic Child and Adolescent Development Education: Exploring Comprehensive Growth and Well-being**

### **7.1. The Science of Early Childhood Development**

#### **7.1.1. Understanding Milestones and Progression in Early Years**

#### **7.1.2. Essential aspects of child development**

#### **7.1.3. Influential factors of child development**

### **7.2. Five major theories of child development**

#### **7.2.1. Freud's psychosexual Child Development Theory**

#### **7.2.2. Erikson's Psychosocial Development Theory**

#### **7.2.3. Behavioral Theories**

#### **7.2.4. Piaget's Cognitive Development Theory**

#### **7.2.5. Social Learning Theory**

### **7.3. Foundation of Adolescent Development**

#### **7.3.1. Navigating Transitions and Milestones in Adolescence**

#### **7.3.2. Exploring Essential Areas of Adolescent Development**

#### **7.3.3. Positive adolescent developmental model**

### **7.4. A coaching perspective on Best Holistic Education Methods in the world**

#### **7.4.1. Montessori philosophy**

#### **7.4.2. Waldorf Education method**

#### **7.4.3. Reggio Emilia Education Philosophy**

#### **7.4.4. The whole child approaches**

## **DOMAIN 08: Mastery of coaching science on parenting, Relationships, and family development**

### **8.1. Introduction to Human Relationship Science**

#### **8.1.1. Purpose of Establishing Relationships**

#### **8.1.2. Benefits of Satisfying Relationships**

#### **8.1.3. Characteristics of Healthy and Unhealthy Relationships**

## 8.2. Interpersonal Relationship Science

### 8.2.1. Diverse Forms of Interpersonal Connections

### 8.2.2. Minding Relationships Theory

## 8.3. Foundation of Relationship Formation

### 8.3.1. Essential Skills for Building Strong Relationships

## 8.4. Relationship Conflict Management

### 8.4.1. Social model of human interaction 8.4.2. Empathy mapping for conflict resolution, forgiveness, and self-regulation

## 8.5. Positive Influential Discipline

### 8.5.1. Connection before correction

## 8.6. Theoretical perspective on parenting

### 8.6.1. Understanding the Bond Between Caregivers and Children

### 8.6.2. Examining the Interactions Between Individuals and Their Environment

## 8.7. Parenting science

### 8.7.1. why do we have children?

### 8.7.2. Parenting Approaches and Impact on Child Development- Psychometric test

### 8.7.3. Healthy and Unhealthy Parenting Behaviours

## 8.8. Holistic Parent Development

### 8.8.1. The little girl and the fish story- Autopilot Parent vs Visionary Parent

### 8.8.2. Real-life parenting challenges

### 8.8.3. Nurturing Growth and Personal Transformation in Parenthood

### 8.8.4. Embodiment of visionary parenting mindset

### 8.8.5. Enhancing Effective Techniques and Strategies for Parental Growth

### 8.8.6. The Visionary Parent Model

## 8.9. Family Development

8.9.1. Family Developmental Theory

8.9.2. The Family Tree

8.9.3. Exploring Connections and Influences Across Generations

8.9.4. Intergenerational Trauma: How It Affects Families

8.9.5. Unraveling Family Relationships

8.9.6. Understanding Family members and personalities

8.9.8. Culture within the family unit

8.9.9. Family Conflict Resolution

8.9.10. Family in a behavior drama triangle

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## **ADDITIONAL DOMAINS FOR A SUCCESSFUL COACHING PRACTICE**

### **9. Mastery of ICF Co-Competency and Minimum Skills Requirements for acquiring Professional Standards for ACC Level**

- + Please find the ICF Co-competency in Appendix A
- + And the ICF Minimum Skills Requirement for ACC Credential (ACC Markers) in Appendix B

### **10. Acquiring Global Recognition ICF Associate Certified Coach Credential via Ignite ACC Bundle.**

Requirements of Associate Certified Coach (ACC) Credential and how Ignite Global Facilitates the A to Z process with support and guidance every step of the way.

Both Ignite Group and Individual Mentoring Programs include comprehensive coverage of all requirements for ICF ACC Credential.

#### **10.1. ICF Requirement One: 60+ hours of coaching education**

Through the following stages of the program, you fulfill the 60 + hours of ICF Coach Specific Education and obtain the ICF Approved Coach Specific Training Hours (ACSTH) Certification.

- L1S1: Foundation of Professional Coaching Mastery Certification
- L1S2: Professional Standard Live Classes
- L1S3: Practicum & Peer Review
- L1S4: Assessment & Feedback
- L1S5: Awarding of ACSTH Certification

#### **10.2. ICF Requirement Two: 100+ hours of coaching experience**

ICF Requires you to demonstrate delivery of 100 hours of coaching experience encompassing at least 75 hours of paid coaching and a maximum of 25 hours of pro bono coaching from the commencing date of your ICF-Accredited Coach Education program. Apart from actual paid coaching, exchange of coaching and barter are also considered paid coaching. At Ignite, we created a community of coaches who are in their credential journey, exchanging coaching and fulfilling part of the 75 hours of coaching requirement via Ignite Credential Accelerator, and you are welcome to join this program on a complimentary basis and accelerate your credential journey.



### **10.3. ICF Requirement Three: 10 hours of Mentor Coaching**

ICF requires a minimum of 10 hours of mentoring focusing on your ability to execute ICF co-competency for applying for an ICF Credential. Three hours of individual mentoring are mandatory, and the rest can be group mentoring. We look at your development holistically rather than minimally meeting the requirement for credentialing application; hence our ICF Mentoring program includes 6 months of robust mentoring enabling you to become a competent professional coach and deliver excellence in your coaching.

#### **10.3.1. Ignite Group Mentoring Program**

Includes 3 hours of one-on-one mentoring with a highly skillful and qualified ICF Registered Mentor who possesses either PCC or MCC credentials and extensive coaching experience.

Fernando Hettiyadura, MCC, conducts twice a month of two-hour live mentoring circles on pre-assigned dates in a small group setting, and you have access to the program for six months, enabling you to gain up to 24 hours of group mentoring. And attendance to live sessions is not mandatory. You are able to join the sessions based on your convenience as per your professional development necessities. The Group Mentoring Sessions are also available via our very own E-learning platform ([Awaken Mind Guide](#)), and you can access them at your own pace.

This program covers all-inclusive, comprehensive credential requirements and support, and the inclusions are mentioned under 10.3.3.

#### **10.3.2. Ignite Individual Mentoring Program**

Includes 10 hours of one-on-one mentoring with a highly skillful and qualified ICF Registered Mentor who possesses either PCC or MCC credentials and extensive coaching experience.

The six months of group mentoring mentioned above (10.3.1.) is also included in this program as a complimentary benefit to maximize your development. This program is suitable for coaches who seek long-term professional development and business success as they establish a coaching practice. You also have the possibility to spread out the 10 mentoring hours over 12 months from the date of registration and utilize the mentoring when you need guidance from an experienced professional.

While ICF Mentoring focuses on the execution of ICF Co-competency, professional coaches essentially require guidance and support in holistic development, well-being, as well as emotional and mental safeguarding due to the complexities of working with the human psyche of various clients. In the Coaching industry, such guidance and support are recognized as Coaching Supervision.

When you require such assistance, you have the flexibility and privilege to request Coaching Supervision in place of your mentoring hours.

This program also covers all-inclusive, comprehensive credential requirements and support, and the inclusions are mentioned under 10.3.3.

### 10.3.3. Comprehensive Credential Requirements and Support.

**ICF Requirement Four:** Successful completion (passing score) of a performance evaluation

ICF Coach Performance Evaluation.

At the ACC Level, a coach must demonstrate a passing score at ICF ACC markers. Ignite as an ICF Levels Accreditation Standard Provider; your coaching recording will be **internally** assessed and liaised with ICF directly. The submission of a Coaching Recording must be between 20 to 60 minutes and submitted as a common Audio file format (MP3, MP4, WAV) along with a verbatim transcript.

A coach intending to obtain ICF Level One Certification directly can be exempted from L1S5. The assessment duration is 3 to 10 business days. If you are applying with previous ICF Accreditation standard ACSTH or the Portfolio path, the ICF performance Evaluation process will take up to 14 to 22 weeks, depending on the season.

**ICF Requirement Five:** Successful completion (passing score) of the ICF Credentialing Exam

Credentialing Exam is the ICF Measurement for Credential Success and is taken directly with ICF. The ICF Credentialing Exam is a tool designed to measure a coach's knowledge of and ability to apply the ICF definition of coaching, the updated ICF Core Competencies, and the ICF Code of Ethics against a predetermined standard.

The ICF Credentialing Exam consisted of 81 situational judgment items. Each exam item contains a realistic scenario describing a coaching situation, followed by four response options. For each scenario, candidates are asked to select the best action and the worst action among the options provided for that scenario. There is only one correct best action and one correct worst action for each coaching scenario. The passing score and all

exam results on the ICF Credentialing Exam are reported as scaled scores. The range of possible scores is 200 to 600, with a passing score of 460.

We created a structurally and experientially similar Mock Version for the ICF Credentialing Exam to support you, which is included in our mentoring package as a complementary for Ignite Graduates. The exam duration is three hours. Mock Exam is available for 30 days for practice.

### **11. Acquisition of coaching experience (ICF-recognized paid coaching hours)**

As a professional coach, it is natural that you are determined to acquire ICF Credentials, ACC, PCC, or MCC designations at your earliest. Being directly designated by ICF as an Accredited Coach certainly increases your credibility leading to building a successful Coaching Practice as a Professional Coach. We commend your passion and dedication to taking your professional Development to the next level.

We at Ignite Global, as an ICF-Accredited Coaching Education Provider, understand your desire to acquire ACC, PCC, or MCC designations, and we have witnessed many coaches struggle to gain these designations on their own and even give up after trying hard. So, we have created a platform that will accelerate gaining your ACC, PCC, or MCC credentials with constant motivation and accountability.

More about [Ignite Credential Accelerator](#).

When you are ready to start the Professional Coaching Mastery Certification encompassing Child/Adolescent Development and Parenting (PCMC-CADP) for Level One Education, reach out to us via email at [leah@igniteglobal360.com](mailto:leah@igniteglobal360.com) or contact us through our website [www.igniteglobal360.com](http://www.igniteglobal360.com).

## MARKETING & BUSINESS DEVELOPMENT

### A. Ignite Credential Accelerator: Acquisition of coaching experience (ICF-recognized paid coaching hours)

As a professional coach, it is natural that you are determined to acquire ICF Credentials, ACC, PCC, or MCC designations at your earliest. Being directly designated by ICF as an accredited Coach certainly increases your credibility leading to building a successful Coaching Practice as a Professional Coach. We commend your passion and dedication to taking your professional Development to the next level.

We at Ignite Global, as an ICF-accredited Coaching Education Provider, understand your desire to acquire PCC or MCC designations, and we have witnessed many coaches struggle to gain these designations on their own and even give up after trying hard. So, we have created a platform that will accelerate gaining your PCC or MCC credentials with constant motivation and accountability.

More about [Ignite Credential Accelerator](#).

### B. Ignite Business Development Series: Essential business development aspects for a successful coaching practice

#### B.1 [Ignite Business MasterMind](#)

Twelve months of proven business development & marketing strategies via live masterclasses. Ignite Business MasterMind runs for over a year providing you with organic business and marketing strategies for establishing a coaching business step by step.

B.1.1. Diminishing mental blocks and cultivating a Winning Money Mindset - Shamelessly!

B.1.2. Learn to break the rules! Avoid the biggest self-branding mistakes most coaches make!

B.1.3. How to deliver a Winning Sales Call

B.1.4. Business success and Networking Smart, over networking hard!

B.1.5. Using assessments & testing tools for Business Success

B.1.6. How to create a co-active business funnel for a Snowballing Income

B.1.7. How to create an organic following of paying clientele

B.1.8. Can't sell your packages? You are probably doing it wrong! How to create Irresistible Money-Magnet Offers.

B.1.9. How to master pricing your offers for truly an abundant income.

B.1.10. How to build a corporate clientele organically.

B.1.11. And many more pre-recorded additional Business Development Content

## **B.2. Ignite Business Incubator**

Ignite Business Incubator is six months of business coaching guiding you to strategize your Coaching Business from scratch to success. The cohort includes 12 Business Coaching sessions, each with 90 minutes. The sessions are conducted in a small group setting providing you individual attention to maximize your business impact.

The dates and the timing of the sessions are mutually agreed upon between the team you are assigned to. And we will match the Group and Team coaches with you based on the best convenient time zone for you.

## **B.3. Coaching Contract and confidentiality logistic**

B.3.1. Ignite Global Coaching Agreement and Logistical Agreement (Editable)

B.3.2. Ignite Global Service Provider Agreement (Editable)

B.3.3. ICF Sample Coaching Agreements

## **C. Recognition of Excellence: In person awarding of Certification and Credential**

The graduation ceremony is organized by Ignite Global on an annual basis to honor the coaches who excel at ACSTH, Levels Certification, and/or ICF Credentials. You receive the printed Certificate, Award, or Badge of recognition depending on the level you qualify for the attendance of the Grand Award Ceremony. Participation is not mandatory, as you are able to use the digital certification officially. The graduation ceremony takes place in February each year in Bangkok, Thailand. The date of the annual award ceremony is predetermined a year in advance.

When you are ready to start the Professional Coaching Mastery Certification encompassing Child/Adolescent Development and Parenting (PCMC-CADP) for Level One Education, reach out to us via email at [leah@igniteglobal360.com](mailto:leah@igniteglobal360.com) or contact us through our website [www.igniteglobal360.com](http://www.igniteglobal360.com).



## APPENDIXES

### 8. Mastery of ICF Co-Competency and Minimum Skills Requirements for acquiring Professional Standard for ACC Level

#### Appendix A:

##### ICF Core Competencies

The ICF Core Competencies were developed to support greater understanding about the skills and approaches used within today's coaching profession as defined by ICF. These competencies and the ICF definition of coaching serve as the foundation of the Credential process, including the ICF Credentialing Exam. ICF defines coaching as partnering with clients in a thought-provoking and creative process that inspires them to maximize their personal and professional potential.

The ICF Core Competencies are organized into four domains based on commonalities and interdependencies between competencies within each domain. There are no domains nor individual competencies that are weighted—they do not represent any kind of hierarchy. Rather, each competency is considered core and critical for any competent coach to demonstrate.

The ICF Core Competencies were originally created in 1998, consisting of 11 Core Competencies. In November 2019, ICF released an updated version of the competencies. The updated Core Competencies were integrated in ICF-Accredited Coach Education Programs curricula beginning in January 2021. As of August 1, 2022, the updated Core Competencies were integrated into the Credentialing Performance Evaluation and written exam requirements.

Credential applications submitted on or after August 2, 2022, at Noon EDT (New York) will be assessed to the ICF Core Competences found immediately below, not the original ICF Core Competencies. Applicants are required to successfully complete the new ICF Credentialing Exam, and candidates required to submit a performance evaluation will be assessed using updated Performance Evaluation criteria.

#### A. Foundation

##### 1. Demonstrates Ethical Practice

Definition: Understands and consistently applies coaching ethics and standards of coaching.

- 1.1. Demonstrates personal integrity and honesty in interactions with clients, sponsors and relevant stakeholders
- 1.2. Is sensitive to clients' identity, environment, experiences, values and beliefs
- 1.3. Uses language appropriate and respectful to clients, sponsors and relevant stakeholders
- 1.4. Abides by the ICF Code of Ethics and upholds the Core Values
- 1.5. Maintains confidentiality with client information per stakeholder agreements and pertinent laws
- 1.6. Maintains the distinctions between coaching, consulting, psychotherapy and other support professions
- 1.7. Refers clients to other support professionals, as appropriate

##### 2. Embodies a Coaching Mindset

Definition: Develops and maintains a mindset that is open, curious, flexible and client-centered.

- 2.1. Acknowledges that clients are responsible for their own choices
- 2.2. Engages in ongoing learning and development as a coach
- 2.3. Develops an ongoing reflective practice to enhance one's coaching
- 2.4. Remains aware of and open to the influence of context and culture on self and others
- 2.5. Uses awareness of self and one's intuition to benefit clients
- 2.6. Develops and maintains the ability to regulate one's emotions
- 2.7. Mentally and emotionally prepares for sessions
- 2.8. Seeks help from outside sources when necessary

## B. Co-Creating the Relationship

Competency 2: Embodies a Coaching Mindset is more directly evaluated in the ICF Credentialing written exam.

### 3. Establishes and Maintains Agreements

Definition: Partners with the client and relevant stakeholders to create clear agreements about the coaching relationship, process, plans and goals. Establishes agreements for the overall coaching engagement as well as those for each coaching session.

- 3.1. Explains what coaching is and is not and describes the process to the client and relevant stakeholders
- 3.2. Reaches agreement about what is and is not appropriate in the relationship, what is and is not being offered, and the responsibilities of the client and relevant stakeholders
- 3.3. Reaches agreement about the guidelines and specific parameters of the coaching relationship such as logistics, fees, scheduling, duration, termination, confidentiality and inclusion of others
- 3.4. Partners with the client and relevant stakeholders to establish an overall coaching plan and goals
- 3.5. Partners with the client to determine client-coach compatibility
- 3.6. Partners with the client to identify or reconfirm what they want to accomplish in the session
- 3.7. Partners with the client to define what the client believes they need to address or resolve to achieve what they want to accomplish in the session
- 3.8. Partners with the client to define or reconfirm measures of success for what the client wants to accomplish in the coaching engagement or individual session
- 3.9. Partners with the client to manage the time and focus of the session
- 3.10. Continues coaching in the direction of the client's desired outcome unless the client indicates otherwise
- 3.11. Partners with the client to end the coaching relationship in a way that honors the experience

### 4. Cultivates Trust and Safety

Definition: Partners with the client to create a safe, supportive environment that allows the client to share freely. Maintains a relationship of mutual respect and trust.

- 4.1. Seeks to understand the client within their context which may include their identity, environment, experiences, values and beliefs
- 4.2. Demonstrates respect for the client's identity, perceptions, style and language and adapts one's coaching to the client
- 4.3. Acknowledges and respects the client's unique talents, insights and work in the coaching process
- 4.4. Shows support, empathy and concern for the client
- 4.5. Acknowledges and supports the client's expression of feelings, perceptions, concerns, beliefs and suggestions
- 4.6. Demonstrates openness and transparency as a way to display vulnerability and build trust with the client

### Key Skills Evaluated

1. The coach's depth of connection to and support of the client
2. The coach's demonstration of trust in and respect for the client and the client's processes of thinking, creating
3. The coach's willingness to be open, authentic and vulnerable with the client to build mutual trust.

### 5. Maintains Presence

Definition: Is fully conscious and present with the client, employing a style that is open, flexible, grounded and confident

- 5.1. Remains focused, observant, empathetic and responsive to the client
- 5.2. Demonstrates curiosity during the coaching process
- 5.3. Manages one's emotions to stay present with the client

- 5.4. Demonstrates confidence in working with strong client emotions during the coaching process
- 5.5. Is comfortable working in a space of not knowing
- 5.6. Creates or allows space for silence, pause or reflection

## C. Communicating Effectively

### 6. Listens Actively

Definition: Focuses on what the client is and is not saying to fully understand what is being communicated in the context of the client systems and to support client self-expression

- 6.1. Considers the client's context, identity, environment, experiences, values and beliefs to enhance understanding of what the client is communicating
- 6.2. Reflects or summarizes what the client communicated to ensure clarity and understanding
- 6.3. Recognizes and inquires when there is more to what the client is communicating
- 6.4. Notices, acknowledges and explores the client's emotions, energy shifts, non-verbal cues or other behaviors
- 6.5. Integrates the client's words, tone of voice and body language to determine the full meaning of what is being communicated
- 6.6. Notices trends in the client's behaviors and emotions across sessions to discern themes and patterns

### Key Skills Evaluated

- 1. The coach's depth of attention to what the client communicates in relation to the client and the client's agenda
- 2. The coach's ability to hear on multiple levels including both the emotional and substantive content of the words
- 3. The coach's ability to hear underlying beliefs, thinking, creating, and learning that are occurring for the client including recognizing incongruities in language, emotions, and actions
- 4. The coach's ability to hear and integrate the client's language and to invite the client to deeper exploration.

### 7. Evokes Awareness

Definition: Facilitates client insight and learning by using tools and techniques such as powerful questioning, silence, metaphor or analogy

- 7.1. Considers client experience when deciding what might be most useful
- 7.2. Challenges the client as a way to evoke awareness or insight
- 7.3. Asks questions about the client, such as their way of thinking, values, needs, wants and beliefs
- 7.4. Asks questions that help the client explore beyond current thinking
- 7.5. Invites the client to share more about their experience in the moment
- 7.6. Notices what is working to enhance client progress
- 7.7. Adjusts the coaching approach in response to the client's needs
- 7.8. Helps the client identify factors that influence current and future patterns of behavior, thinking or emotion
- 7.9. Invites the client to generate ideas about how they can move forward and what they are willing or able to do
- 7.10. Supports the client in reframing perspectives
- 7.11. Shares observations, insights and feelings, without attachment, that have the potential to create new learning for the client

## D. Cultivating Learning and Growth

### 8. Facilitates Client Growth

Definition: Partners with the client to transform learning and insight into action. Promotes client autonomy in the coaching process.

- 8.1. Works with the client to integrate new awareness, insight or learning into their worldview and behaviors
- 8.2. Partners with the client to design goals, actions and accountability measures that integrate and expand new learning
- 8.3. Acknowledges and supports client autonomy in the design of goals, actions and methods of accountability
- 8.4. Supports the client in identifying potential results or learning from identified action steps
- 8.5. Invites the client to consider how to move forward, including resources, support and potential barriers
- 8.6. Partners with the client to summarize learning and insight within or between sessions
- 8.7. Celebrates the client's progress and successes
- 8.8. Partners with the client to close the session

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## Appendix B

### Minimum Skills Requirements by Credential

This section includes information on what the ICF assessors evaluate in relation to each ICF Core Competency when reviewing a recorded coaching session. Below are the updated Minimum Skills Requirements which are based on the updated 8 ICF Core Competencies. These competencies are what assessors will use when reviewing a recorded coaching session for applications submitted on or after August 2, 2022.

**Important Note:** Familiarity with the ICF Code of Ethics and its application is required for all levels of coaching and the standard for demonstrating a strong ethical understanding of coaching is similar for an ICF Credential at any level – Associate Certified Coach (ACC), Professional Certified Coach (PCC) or Master Certified Coach (MCC).

An applicant must demonstrate alignment with the ICF Code of Ethics in the performance evaluation. An applicant who commits a clear violation of the ICF Code of Ethics within a performance evaluation recording would not pass this competency and would be denied a Credential.

An applicant must also remain consistently in the role of coach within the performance evaluation. This includes demonstrating a knowledge of the coaching conversation that is focused on inquiry and exploration, and a focus based on present and future issues. An applicant would not pass this competency if they focus primarily on telling the client what to do or how to do it (consulting mode) or if the conversation is based primarily in the past, particularly the emotional past (therapeutic mode).

If an applicant is not clear on basic foundation exploration and evoking skills that underlie the ICF definition of coaching, that lack of clarity in skill use will be reflected in skill level demonstrated in some of the other competencies listed below. For example, if a coach almost exclusively gives advice or indicates that a particular answer chosen by the coach is what the client should do, trust and safety, presence, active listening, evoking awareness, and facilitating client growth will not be present and a credential at any level would be denied.

#### 1. Demonstrates Ethical Practice

**Definition:** Understands and consistently applies coaching ethics and standards of coaching.

- 1.1. Demonstrates personal integrity and honesty in interactions with clients, sponsors and relevant stakeholders
- 1.2. Is sensitive to clients' identity, environment, experiences, values and beliefs
- 1.3. Uses language appropriate and respectful to clients, sponsors and relevant stakeholders
- 1.4. Abides by the ICF Code of Ethics and upholds the Core Values
- 1.5. Maintains confidentiality with client information per stakeholder agreements and pertinent laws
- 1.6. Maintains the distinctions between coaching, consulting, psychotherapy and other support professions
- 1.7. Refers clients to other support professionals, as appropriate

#### 2. Embodies a Coaching Mindset

**Definition:** Develops and maintains a mindset that is open, curious, flexible and client-centered.

- 2.1. Acknowledges that clients are responsible for their own choices
- 2.2. Engages in ongoing learning and development as a coach
- 2.3. Develops an ongoing reflective practice to enhance one's coaching
- 2.4. Remains aware of and open to the influence of context and culture on self and others
- 2.5. Uses awareness of self and one's intuition to benefit clients
- 2.6. Develops and maintains the ability to regulate one's emotions
- 2.7. Mentally and emotionally prepares for sessions
- 2.8. Seeks help from outside sources when necessary



**Competency 2:** Embodies a Coaching Mindset serves as a foundational competency for coach practitioners, focused primarily on the “being” of the coach. The related behaviors are typically demonstrated across a coach’s practice, more so than in any specific coaching session. This competency area is therefore more difficult to consistently assess within the performance evaluation process. As a result, there are no behavioral or skill statements in this Competency area that are used for assessment purposes. Rather, an applicant’s knowledge of and ability to apply Competency 2: Embodies a Coaching Mindset is more directly evaluated in the ICF Credentialing written exam.

### 3. Establishes and Maintains Agreements

**Definition:** Partners with the client and relevant stakeholders to create clear agreements about the coaching relationship, process, plans and goals. Establishes agreements for the overall coaching engagement as well as those for each coaching session.

- 3.1. Explains what coaching is and is not and describes the process to the client and relevant stakeholders
- 3.2. Reaches agreement about what is and is not appropriate in the relationship, what is and is not being offered, and the responsibilities of the client and relevant stakeholders
- 3.3. Reaches agreement about the guidelines and specific parameters of the coaching relationship such as logistics, fees, scheduling, duration, termination, confidentiality and inclusion of others
- 3.4. Partners with the client and relevant stakeholders to establish an overall coaching plan and goals
- 3.5. Partners with the client to determine client-coach compatibility
- 3.6. Partners with the client to identify or reconfirm what they want to accomplish in the session
- 3.7. Partners with the client to define what the client believes they need to address or resolve to achieve what they want to accomplish in the session
- 3.8. Partners with the client to define or reconfirm measures of success for what the client wants to accomplish in the coaching engagement or individual session
- 3.9. Partners with the client to manage the time and focus of the session
- 3.10. Continues coaching in the direction of the client’s desired outcome unless the client indicates otherwise
- 3.11. Partners with the client to end the coaching relationship in a way that honors the experience

#### Key Skills Evaluated

1. The clarity and depth in creating an agreement for the session
2. The coach’s ability to partner and the depth of partnering with the client in the creation of agreement, measures of success, and issues to be addressed
3. The coach’s ability to attend to the client’s agenda throughout the session.

At an ACC level, the minimum standard of skill that must be demonstrated to achieve a passing score for Competency 3: Establishes and Maintains Agreements is that the coach invites the client to identify what the client wants to accomplish in the session and the coach attends to that agenda throughout the coaching, unless the client indicates otherwise.

Specifically, ACC applicants are assessed on the following skills within Competency

Establishes and Maintains Agreements as part of the performance evaluation process:

1. Coach and client reach an agreement on what the client wants to accomplish in the session
2. Coach invites the client to identify their desired coaching outcome
3. Coach attends to the agenda set by the client throughout the session, unless the client indicates otherwise
4. Coach shows curiosity about the client and how the client relates to what they want to accomplish

An applicant will not receive a passing score for Establishes and Maintains Agreements on the ACC performance evaluation if the coach chooses the topic for the client or if the coach does not coach around the topic the client has chosen.

#### 4. Cultivates Trust and Safety

Definition: Partners with the client to create a safe, supportive environment that allows the client to share freely. Maintains a relationship of mutual respect and trust.

- 4.1. Seeks to understand the client within their context which may include their identity, environment, experiences, values and beliefs
- 4.2. Demonstrates respect for the client's identity, perceptions, style and language and adapts one's coaching to the client
- 4.3. Acknowledges and respects the client's unique talents, insights and work in the coaching process
- 4.4. Shows support, empathy and concern for the client
- 4.5. Acknowledges and supports the client's expression of feelings, perceptions, concerns, beliefs and suggestions
- 4.6. Demonstrates openness and transparency as a way to display vulnerability and build trust with the client

#### Key Skills Evaluated

1. The coach's depth of connection to and support of the client
2. The coach's demonstration of trust in and respect for the client and the client's processes of thinking, creating
3. The coach's willingness to be open, authentic and vulnerable with the client to build mutual trust.

At an ACC level, the minimum standard of skill that must be demonstrated to receive a passing score for Competency 4: Cultivates Trust and Safety is that the coach shows genuine concern, support and respect for the client and is attuned to client's beliefs, perceptions, learning style, and personal being at a basic level.

Specifically, ACC applicants are assessed on the following skills within Competency 4: Cultivates Trust and Safety as part of the performance evaluation process:

1. Coach acknowledges client insights and learning in the moment
2. Coach explores the client's expression of feelings, perceptions, concerns, beliefs, or suggestions
3. Coach expresses support and concern for the client, which may focus on the client's context, problem or situation, rather than the client holistically

A coach will not receive a passing score for Cultivates Trust and Safety in the ACC performance evaluation if the coach demonstrates significant interest in the coach's own view of the situation rather than the client's view of the situation; if the coach does not seek information from the client about the client's thinking around the situation, if the coach is unsupportive or disrespectful to the client; or if the coach's attention seems to be on their own performance or demonstration of knowledge about the topic rather than on the client.

#### 5. Maintains Presence

Definition: Is fully conscious and present with the client, employing a style that is open, flexible, grounded and confident

- 5.1. Remains focused, observant, empathetic and responsive to the client
- 5.2. Demonstrates curiosity during the coaching process
- 5.3. Manages one's emotions to stay present with the client
- 5.4. Demonstrates confidence in working with strong client emotions during the coaching process
- 5.5. Is comfortable working in a space of not knowing
- 5.6. Creates or allows space for silence, pause or reflection

#### Key Skills Evaluated

1. The coach's depth of focus on and partnership with the client
2. The coach's depth of observation and use of the whole of the client in the coaching process
3. The coach's ability to create space for reflection and remain present to the client through both conversation and silence.

At an ACC level, the minimum standard of skill that must be demonstrated to receive a passing score for Competency 5: Maintains Presence is that the coach demonstrates curiosity about the client and the client's agenda and is responsive to the information the client offers throughout the session.

Specifically, ACC applicants are assessed on the following skills within Competency 5: Maintains Presence as part of the performance evaluation process:

1. Coach is curious throughout the session
2. Coach acknowledges situations that the client presents
3. Coach allows the client to direct the conversation at least some of the time

The ICF notes that Cultivates Trust and Safety and Maintains Presence are quite related competencies. Therefore, a coach will not receive a passing score for Maintains Presence on the ACC performance evaluation if the coach demonstrates significant interest in the coach's own view of the situation rather than exploring the client's view of the situation, does not seek information from the client about the client's thinking around the situation or is unresponsive to that information, the coach consistently directs the conversation, or the attention seems to be on the coach's own performance or demonstration of knowledge about the topic.

## 6. Listens Actively

Definition: Focuses on what the client is and is not saying to fully understand what is being communicated in the context of the client systems and to support client self-expression

- 6.1. Considers the client's context, identity, environment, experiences, values and beliefs to enhance understanding of what the client is communicating
- 6.2. Reflects or summarizes what the client communicated to ensure clarity and understanding
- 6.3. Recognizes and inquires when there is more to what the client is communicating
- 6.4. Notices, acknowledges and explores the client's emotions, energy shifts, non-verbal cues or other behaviors
- 6.5. Integrates the client's words, tone of voice and body language to determine the full meaning of what is being communicated
- 6.6. Notices trends in the client's behaviors and emotions across sessions to discern themes and patterns

### Key Skills Evaluated

1. The coach's depth of attention to what the client communicates in relation to the client and the client's agenda
2. The coach's ability to hear on multiple levels including both the emotional and substantive content of the words
3. The coach's ability to hear underlying beliefs, thinking, creating, and learning that are occurring for the client including recognizing incongruities in language, emotions, and actions
4. The coach's ability to hear and integrate the client's language and to invite the client to deeper exploration.

At an ACC level, the minimum standard of skill that must be demonstrated to receive a passing score for Competency 6: Listens Actively is that the coach listens to what the client communicates in relation to the client's agenda, responds to what the client offers to ensure clarity of understanding, and integrates what the client has communicated to support the client in achieving their agenda. The coach's behaviors in this competency may include listening to what the client has communicated verbally, as well as what the client may communicate in other ways, such as tone of voice, energy or emotional shifts, or body language.

Specifically, ACC applicants are assessed on the following skills within Competency 6: Listens Actively as part of the performance evaluation process:

1. Coach uses summarizing or paraphrasing to make sure they understood the client correctly
2. Coach makes observations that support the client in creating new associations
3. Coach co-creates a shared vision with the client

A coach will not receive a passing score for Listens Actively on the ACC performance evaluation if the coach does not demonstrate listening that is focused on and responding to what the client communicates or the coach's responses are not related to what the client is trying to achieve. The coach will not receive a passing grade on the ACC performance evaluation if the coach appears to be listening for the place where the coach can demonstrate their knowledge about the topic or tell the client what to do about the topic.

## 7. Evokes Awareness

Definition: Facilitates client insight and learning by using tools and techniques such as powerful questioning, silence, metaphor or analogy

- 7.1. Considers client experience when deciding what might be most useful
- 7.2. Challenges the client as a way to evoke awareness or insight
- 7.3. Asks questions about the client, such as their way of thinking, values, needs, wants and beliefs
- 7.4. Asks questions that help the client explore beyond current thinking
- 7.5. Invites the client to share more about their experience in the moment
- 7.6. Notices what is working to enhance client progress
- 7.7. Adjusts the coaching approach in response to the client's needs
- 7.8. Helps the client identify factors that influence current and future patterns of behavior, thinking or emotion
- 7.9. Invites the client to generate ideas about how they can move forward and what they are willing or able to do
- 7.10. Supports the client in reframing perspectives
- 7.11. Shares observations, insights and feelings, without attachment, that have the potential to create new learning for the client

### Key Skills Evaluated

1. The coach's use of inquiry, exploration, silence and other techniques that support the client in achieving new or deeper learning and awareness
2. The coach's ability to explore with and evoke exploration by the client of the emotional and substantive meaning of the client's words
3. The coach's ability to explore with and evoke exploration by the client of the underlying beliefs and means of thinking, creating, and learning that are occurring for the client
4. The coach's ability to support the client in exploring new or expanded perspectives or ways of thinking
5. The coach's invitation to and integration of the client's intuition, thinking, and language as critical tools in the coaching process.

At an ACC level, the minimum standard of skill that must be demonstrated to receive a passing score for Competency 7: Evokes Awareness is that the coach uses inquiry, exploration, silence and other techniques to support the client in achieving new or deeper learning and awareness.

Specifically, ACC applicants are assessed on the following skills within Competency 7: Evokes Awareness as part of the performance evaluation process:

1. Coach inquires about or explores the client's ideas, beliefs, thinking, emotions, and behaviors in relation to the desired outcome
2. Coach supports the client in viewing the situation from new or different perspectives
3. Coach acknowledges the client's new awareness, learning, and movement toward the desired outcome

A coach will not receive a passing score for Evokes Awareness on the ACC performance evaluation if the coach focuses consistently on instructing the client or sharing the coach's own knowledge, ideas or beliefs; if the majority of the coach's questions are leading or contain pre-determined answers by the coach; or if the coach's questions and explorations attend to an agenda or issues not set by the client, but set by the coach.

## 8. Facilitates Client Growth

Definition: Partners with the client to transform learning and insight into action. Promotes client autonomy in the coaching process.

- 8.1. Works with the client to integrate new awareness, insight or learning into their worldview and behaviors
- 8.2. Partners with the client to design goals, actions and accountability measures that integrate and expand new learning
- 8.3. Acknowledges and supports client autonomy in the design of goals, actions and methods of accountability
- 8.4. Supports the client in identifying potential results or learning from identified action steps
- 8.5. Invites the client to consider how to move forward, including resources, support and potential barriers
- 8.6. Partners with the client to summarize learning and insight within or between sessions
- 8.7. Celebrates the client's progress and successes
- 8.8. Partners with the client to close the session

### Key Skills Evaluated

1. The coach's ability to support the client in exploring their learning about themselves and their situation and the application of that learning toward the client's goals
2. The coach's ability to partner fully with the client in designing actions from their new awareness, which may include thinking, feeling or learning, that support the client in moving toward their stated agenda or goals
3. The coach's ability to support the client in developing measurable achievements that are steps toward the client's stated goals or outcomes
4. The coach's ability to partner with the client to explore and acknowledge the client's progress throughout the session
5. The coach's depth of partnership in closing the session.

At an ACC level, the minimum standard of skill that must be demonstrated to receive a passing score for Competency 8: Facilitates Client Growth is that the coach supports the client in exploring how to apply the client's learning and awareness to post-session actions that are related to the client's stated agenda and have the potential to move the client forward in their thinking, learning, or growth. At this level, the coach may also suggest resources to assist the client in achieving their goals so long as the resources are not forced on the client.

Specifically, ACC applicants are assessed on the following skills within Competency 8: Facilitates Client Growth as part of the performance evaluation process:

1. Coach asks questions to support the client in translating awareness into action
2. Coach partners with the client to create or confirm specific action plans
3. Coach supports the client to close the session

A coach will not receive a passing score for Facilitates Client Growth on the ACC performance evaluation if the coach insists the client carry out specific actions prescribed by the coach, the coach suggests actions or steps to the client that do not have a clear relationship to the client's stated agenda, the coach does not invite the client to identify or explore how the client's learning can be applied to future actions or activities that support the client's agenda, or if the coach does not support the client to close the session.

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When you are ready to start the Professional Coaching Mastery Certification encompassing Child/Adolescent Development and Parenting (PCMC-CADP) for Level One Education, reach out to us via email at [leah@igniteglobal360.com](mailto:leah@igniteglobal360.com) or contact us through our website [www.igniteglobal360.com](http://www.igniteglobal360.com).