
Coaching Development ●●●

Certificate in Professional Coaching Skills

Accredited by the International Coach Federation



Facilitated by:
Ailbhe Harrington MCC

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Online:
Via the Zoom Platform

Commencing:
Autumn Cohort – 9th September 2022

About this Training:

This training will enable you to gain a recognised professional qualification as a coach on our ICF accredited Professional Coaching Skills programme. You will develop the attitude, skills and key competencies of an effective, professional coach on our established, in-depth and highly experiential course.

Our trainers are ICF accredited Professional and Master Certified Coaches who also have extensive business and organisational experience. You will also be supported by an integrated mentor team on your learning journey.

Through continuing practice, observation and feedback, you will have the opportunity to become highly proficient.

Our purpose is not simply to provide you with a toolkit of powerful techniques and processes. Techniques have their place and can be useful in moving us forward in various ways, but the point for us is that essentially it will be you, as a coach, who develops.

We will question, encourage, challenge and support you in your learning. In other words, you will be coached throughout the course. You will have the opportunity to develop yourself so that coaching becomes an authentic part of who you are.

As you develop your self-awareness you will become more able to 'get out of your own way', and out of the way of your clients. You will become able to listen and question more deeply and accurately, be more aware of your perceptions, insights and intuitions, and become more skilled in communicating simply, honestly and effectively.

As you increasingly bring this way of being to your work, you will become more and more able to be truly present with, and for, your clients. The quality of your attention and engagement will become a catalyst that accelerates your clients' progress; they will feel affirmed, extended, liberated, energised and stimulated to grow. They will increasingly develop themselves into who and what they want to be.

We are passionate about the development of coaching as a profession, and committed to the pursuit of excellence based on clear ethical standards, thorough training and continuing professional development.

We have designed a stimulating, demanding and enjoyable course that will bring out and develop your own inherent knowledge and abilities. We think you will find this a deeply fulfilling journey.

Training Methods:

Our teaching style reflects a person-centred approach to adult learning. Our principal method is experiential learning: learning by doing, coupled with personal reflection and exploration. We include mini-lectures, demonstrations, course notes, discussion groups, experiential work in twos and threes, filmed input and recording.

A trainer and a select group of mentors facilitate learning. Places on our training programmes are limited to ensure that each student is regularly observed via formal observations and receives detailed feedback from the trainers as well as the mentors.

During the training please allow approximately five hours per week for reading, peer coaching practice and written work.

Training Aims:

Modules 1 - 5 (20 days)

This is an original programme teaching best professional theory and practice. The primary focus is to develop and refine our inherent interpersonal skills, such as perceptive, empathic listening and questioning, and our ability to engage with others so as to create real connection, clarity, choice and forward action.

We build on this foundation with a thorough training in the co-active coaching model, together with selected processes from Neuro-Linguistic Programming.

We think it is valuable to have a psychological model to aid our thinking and have chosen Transactional Analysis, widely used in business and personal development. Throughout the programme the International Coach Federation (ICF) Core Competencies provide the criteria and framework for evaluating participants' growing coaching skills.

Training Structure:

The programme is 20 days in length and presented each month (Friday to Monday), over a period of five months. To qualify you must be present for at least 18 of the 20 days.

Practical and written assignments:

All assignments are designed to enable you to integrate the skills you will be learning and to prepare for practicing as a coach. Before and between the training days of the Programme, you will be doing some reading, below are two books that you can begin with. As you go through the programme you will keep a learning journal and you will complete practical work and three written assignments.

To get you started with your **Reading List** please read the following two books:

- **Starr, J. (2016) The Coaching Manual**. 4th Ed. Pearson Education, Harlow, UK. (Kindle edition available)
- **Passmore J. & Sinclair T. (2020) Becoming A Coach The Essential ICF Guide: Pavilion Publishing and Media Ltd Skills OR**

Module 1 Assignments

- **Assignment 1:1 Assessment of Prior Learning (APL)** This assignment is designed to enable you to reflect on your journey before starting the programme in relation to your experience, skills, knowledge and abilities.
- The on-going work is your **Learning Journal**, which is **only seen by you but used to help you write Assignment 1:3**
- **Assignment 1.3 Reflective Essay following your completion of the 20 days.** It is vitally important that you make small entries as you go through the training days, and put these into a more cohesive form in between our meetings; it will be almost impossible for you to write your

reflective essay unless you make regular notes. We will give you more detailed guidelines and information on how to keep your journal, how you will use it to write your essay and the reasons for developing your capacity to reflect.

- There are other pieces of work to do during the programme. Most of these are learning by doing. You will be coaching other course participants, and will be the client of colleagues who will coach you. You will make recordings of yourself coaching.
- You will complete a **written skills analysis**, where you analyse your coaching according to the guidelines we give you. Finally, you will be observed while coaching another course participant on three occasions and receive feedback as you progress through the programme.

Entry Requirements:

Applicants will be required to be 25 years of age or older at the time of commencement of the programme and to successfully complete a phone interview. The interview process will be used to assess the applicant's capacity to complete the programme and will include:

- A discussion of the applicant's reasons for wishing to do the programme
- A discussion of the applicant's background and experience
- The extent to which the applicant would themselves be a suitable candidate to receive coaching

Our programme attracts mature and motivated people from a wide range of backgrounds. We find the learning experience co-created with such a diverse and committed group is very powerful. We believe you will too.

Time commitment:

In addition to the **twenty days spent in face-to-face training**, you will:

- **Undertake peer coaching** - giving and receiving 4 hours of coaching in between each Module, totaling a number of 16 hours as coach and 16 hours as coachee.
- **Keep a log of any coaching hours you deliver** as part of building the 100 hours required (on application) to apply for the credential of Associate Certified Coach with the International Coach Federation.
- **Spend time reading** the books on the reading list.
- **Maintain your learning journal** after or during each weekend and after giving and receiving coaching and whenever else you want to!
- **Complete and submit** written assignments.
- **Be observed** 5 times during the course of the programme.

Qualification:

At the end of the training programme, provided that you have been present for at least 18 of the 20 training days, and completed both practical and written assignments, you will receive a Coaching Development Certificate in Professional Coaching Skills that states you have completed 135 Hours of ICF Approved Coach Specific Training Hours.

ICF Accreditation:

Coaching Development has been awarded **Accredited Coach Training Program (ACTP)** status by the International Coach Federation (ICF), the world's foremost independent, professional coaching body. The Programme that is accredited as such is our **Diploma in Coaching** which comprises:

Diploma Part I: Professional Coaching Skills

The 135 skills training hours completed during this training are recognised as ICF Approved Coach Specific Training Hours (ACSTH). This, as the name suggests, is a part component of an ACTP. Graduates of Part I Diploma have met the training requirements necessary to apply for an ICF credential at Associate Certified Coach (ACC) or Professional Certified Coach (PCC) level, depending on the number of client coaching hours that have been accrued on application (minimum 100 for ACC and 500 for PCC).

Diploma Part II: Developing Mastery

Coaching Development's **Developing Mastery** course forms Part II of the **Diploma in Coaching** and is open to all certificate graduates of Coaching Development's **Professional Coaching Skills** (Part I Diploma in Coaching). This is a distance-learning programme offering facilitated skills development. It provides rigorous continuing professional development, enabling participants to deepen and develop their coaching skills. The course challenges the student to coach consistently at PCC standard and supports the development of reflective, informed and ethical professional coaching.

On award of the Diploma in Coaching graduates will have satisfied all required attendance and assessment criteria for application directly to the ICF for an ACC or PCC credential.



Potential uses of this qualification:

- Establish a coaching business.
- Build the current capacity of a training/consultancy business by being able to offer another intervention.
- Become an even more effective manager/leader in your current role, accessing untapped potential, as you hold conversations that move the organisation and those you manage forward.
- Become an internal coach in your organisation, providing coaching as an intervention to support staff in their development programmes.
- Be able to add to your CV an additional skill that is currently seen as highly valuable and sought by many.
- Have different conversations with all your relationships e.g. with yourself, as a professional, as a parent, sister/brother, son/daughter, wife/husband, friend, colleague etc.
- Development that will enable you to access your full potential and provide you with an opportunity to grow.



Programme Summary and Logistics:

Programme Dates 2022:

The training will be run in 3 day modules on Friday, Saturday and Monday with additional practice sessions advised.

Autumn Cohort 2022	
September	9 th – 12 th
October	14 th – 17 th
November	11 th 14 th
December	9 th – 12 th
January 2023	13 th – 16 th
Reconnection Day (date to be advised)	

Programme Recognition:

135 ICF Approved Coach Specific Training Hours (ACSTH)
A part component of an ICF Accredited Coach Training Program (ACTP)

Programme Application:

<https://coachingdevelopment.com/application-form-for-pcs-ireland>

Facilitator:

Ailbhe Harrington on Mobile: +353 (0)87-2372084

Platform:

Zoom

Timings:

See on following page

Course Duration:

Autumn Cohort: September - January 2023

Programme Fee:

€5,250

Discounts are available subject to eligibility and payment may be made in instalments if agreed.



DELIVERY OF MODULES – EXAMPLE OF MODULE ONE

MODULE 1

Weekend 1	Date	Time	Breaks
Friday	9 th September	9am - 5.45pm	Morning and afternoon breaks. 1 hour for lunch
Saturday	10 th September	9am - 6pm	Morning and afternoon breaks. 1 hour for lunch
Monday	12 th September	9am - 5.30pm	Morning and afternoon break 1 hour for lunch

Work following Module 1 entails 2 x 2.5 hour triad practice sessions as explained below.

(1) Triad Practice Sessions (online programme)

This will be arranged with a Mentor (you will be with a different mentor and 3 participants between each module)	Triad Practice, group reflection, learning and time to build relationships	2 x 2.5 hour sessions ideally the week following each module
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(2) Preparation work for each Module that is delivered online

There will be reading or pieces to reflect upon before each weekend so that we will have more time for engagement and discussion while online.

(3) Peer to Peer coaching between each Module (face-to-face and online programme)

There will be an opportunity to coach a peer three times and receive coaching from another peer three times, between each module to enable skills practice. This will usually happen once the 2 x 2.5 hour triad practice is completed.

Autumn Dates for Module 1 to Module 5 (2022)

Module 1	Module 2	Module 3	Module 4	Module 5
Sept 9 th Full Day	Oct 7 th Full Day	Nov 11 th Full Day	Dec 9 th Full Day	Jan 12 th Full Day
Sept 10 th Full Day	Oct 8 th Full Day	Nov 12 th Full Day	Dec 10 th Full Day	Jan 13 th Full Day
Sept 12 th Full Day	Oct 10 th Full Day	Nov 14 th Full Day	Dec 12 th Full Day	Jan 15 th Full Day

NOTE:

One further day will be announced post the completion of the programme to reconnect and present certificates.

Coaching Development...

Coaching Development began its contribution to the world of coaching in 2003. We partner with individuals and organisations to deliver coach training (public and in-house) that can be applied to any context and profession via highly experiential, face-to-face, in-depth, practice-based learning.

We are proud to have co-designed and delivered the comprehensive executive coach training programme for a strategic cross-border project that won the Excellence in Coaching Award at the Irish Institute for Training & Development 2014 Awards.

CAWT (Cooperation and Working Together) is the cross-border health and social care partnership of the six health and social care organisations working on either side of the Irish border (the Health Service Executive [HSE] in the Republic of Ireland and the Southern and Western Health & Social Care Trusts, Health & Social Care Board and Public Health Agency in Northern Ireland.)

Your Facilitator

Ailbhe Harrington MCC, BA (Hons), MA, Dip Couns.,

2017 ICF Coach Trainer of the Year Ireland

2016 ICF Coach of the Year Ireland

2020 ICF Coach Supervisor of the Year Ireland

2020 ICF Ireland Presidents Award



Ailbhe facilitates Coaching Development's **Certificate in Professional Coaching Skills** in Portlaoise. A coach, trainer, supervisor and facilitator, she achieved the Professional Certified Coach credential of the International Coach Federation in 2010.

Her experience spans organisational development, transformational coaching, third level education and enterprise development within the private, public and voluntary sectors within Ireland and the UK.

For over 20 years Ailbhe has been passionate about enabling people to discover the leader within, manage transitions and to access their true potential.

In addition to her MA in Coaching, Ailbhe also holds qualifications in Psychodynamic Coaching, NLP, Integrative Arts Therapy and Stress Management.



Left to right: Emer Doyle MCC - ICF Master Certified Coach (who won the Coach Mentor award); Heather Blackmore (who won Health and Wellness Coach award); Ailbhe Harrington MA, MCC - ICF Professional Certified Coach (who won the Coach of the Year award), and Valerie O'Hanlon (who won the Career Coach Award).

Three of our former students and Coaching Development's trainer in Ireland, Ailbhe Harrington, who were winners at the ICF Ireland Coaching Awards 2016, 2017, 2018.

A note from Ailbhe...



Gangaji, in her book, “The Diamond in your pocket” says “The treasure that I invite you to receive, is in your pocket right now, the pocket of your heart. The heart that I speak of is even closer than your physical heart. It is closer to you than your emotional heart. It is the heart that is the core of your being. Any step to go somewhere to find it implies that it is not already right here where you are. Simply see the radiant bounty of your true nature, accept that bounty, and then you will share that bounty quiet naturally.”

This quote really resonates with me when I reflect back on my journey of completing my Certificate in Professional Coaching Skills and my experience of being the trainer for Coaching Development’s Programme in Ireland since 2010. Completing the programme was my journey home to myself, embracing my vulnerability and with that my strength and courage to live the life I wanted to live. I let go of the story of myself that was not serving me and moved towards coaching as a way of being, so it became an authentic part of who I am.

As a trainer of this programme I have learned how vital it is to create a safe and supportive environment so that others can travel this incredible journey as they learn and grow toward becoming professional coaches.

I would be honoured and privileged to travel this journey with you. If you would like to join our programme please don’t hesitate to contact me.

We have a growing alumnus in Ireland with many of our coaches winning awards at the annual ICF Ireland chapter awards including Coach of the Year in 2015, 2016 and 2017.

A Personal Welcome From Ailbhe... <https://youtu.be/SE31vu0CbRY>

Testimonials:

Testimonials from our 2020 Autumn Programme; delivered online as a result of COVID19.

This has been the best experience of my life! Do it!

Tadhg Donohoe, Sales Leader

A life-changing journey, the thoughtful approach to the flow of the content & the structure of facilitation, mentor's & guest coaches is really ground breaking. If you are considering coaching, you should not look past this program, highly recommend it. **Stephen Rose, Site HR Manager – Integer**

It has been a transformational/developmental experience in a professional, open, trusting, challenging environment, which is exceptional in helping you learn a new skill. The online experience has been excellent, totally professional. **Martin Boyle, HR Strategic Business Partner, Eli Lilly**

I can't recommend the Professional Coaching Skills course highly enough. Ailbhe and her team are absolutely amazing. I had seen reviews beforehand that said this course had changed peoples' lives. Somehow it was even better than that. The course was 100% online and yet I built relationships that will last a lifetime. **Tommy Geary, Co-founder, Cinco Coaching & Consulting**

Wonderful learning space and culture of coaching cultivated throughout, initially I had huge reservations about the virtual world but the structure generated by Ailbhe and all the mentors facilitated real connection between all participants. I am so happy that I joined this ICF programme, it has made the challenges of the Covid environment more bearable. **Siobhán Thompson, Radiography Services Manager, SSWHG, HSE**

I was apprehensive about doing such a course online but I can't recommend it enough. The structure of the course is varied and dynamic and was incredibly effective. Ailbhe and the team were great, as were the entire course cohort who I feel privileged to have worked with over the last 5 months. **Nicola Stockreisser, Coach and HR Consultant, France**

An amazing learning journey and a life-changing experience, which is not in any way lessened by being virtual... this course has opened doors I didn't even know were there. It is so grounded in experiential learning that you really do leave the course knowing you have developed very strong abilities to coach and support others. I cannot recommend highly enough. **Yvonne Sheehan, Talent & Leadership Development**

Doing the course online really suited my home life, as there was no travelling involved. The course was managed extremely well online and was unbelievably seamless and professional. I would highly recommend this course to anyone looking to become a coach. Be ready for a huge shift in your life both personally and professionally. **Lucy Gernon, People Manager, MSD**

The online experience has been every bit as valuable, emotional and rich as a face-to-face experience. The completion of the course has provided me with a wider array of tools with which to approach life, family and employment. The team that provides the training is dedicated, accessible and knowledgeable. A splendid experience! **Paul Martin, Business HR Manager - Medical Devices Manufacturer**

This programme has permitted me to journey on the road less travelled in safety without compromise, inspiring me to continue deeper, to discover and to share my true self with all those I care about, with my colleagues on this journey with me and with the world. **Dr Ray Nethercott, WHSCT/CAWT, Consultant Paediatrician, Clinical Lead for Cross Border Interoperability**

Testimonials from our 2020 Spring Programme; delivered online as a result of COVID19.

“The power of doing the course through Zoom was really surprising, it was may more effective that I could have ever imagined. The course is truly transformational as a person and as a coach. Blending our own unique and authentic style with the framework contracting and the Core Competencies is so incredibly powerful.”
Paul Delahunt, Senior Leader, Molex

“I was initially very apprehensive about completing the online programme. I needn't have been - it was everything I'd hoped the face-to-face version would be and more. In many ways, being with others virtually, from the shoulders up only, removed a layer of judgement and assumptions that might otherwise have been there and facilitated the creation of a really safe space to learn. This programme has changed my life, the way I view myself, my place in the world, and others. It surpassed all my expectations.”
Mairead Deevy, Lawyer

“I can highly recommend this course for anyone purely because of the learning you will gain as you progress. The course will offer you continual improvement on a personal and business basis and open new paths for you to follow and explore. This has been a 'life learning' experience for me as well as the practical coaching skills I have acquired. I was dubious at the outset about doing it online and not as a residency BUT I feel the closeness of the group grew as each module progressed and I feel I have a whole new bunch of friends now and I haven't even met one person yet. I am so looking forward when appropriate to meet everyone in person and this will top off what has been an incredible 'virtual' journey!”
Karl Daly, Managing Director, Humanli

“My personal experience has been transformational. The experiential nature of the programme worked wonderfully for me, giving me the hands on experience and confidence to go out and coach 'real people' in the 'real world'. Initially, I was nervous and doubtful of the full effectiveness of the online programme, however it was simply wonderful. We created safe, courageous, curious spaces via zoom, the intensity and presence during the learning and practice-coaching sessions was fantastic. The breakout rooms worked exceptionally well. An additional positive, it saved on much time away from my young family and time travelling from Cork to Portlaoise. I am very grateful for zoom and proud to be part of the online pioneer group. Thank you to Ailbhe and all the mentors.”
Bernie Burchill, HR Manager

“I would like to highly recommend Ailbhe Harrington's approach if you are considering a programme online. All I can say is what an amazing experience to have shared with a group who all know each other now, have reflected, challenged each others ideas and opinions and came out the other side feeling stronger, more confident, at ease and more capable and far better equipped to carry out my own practice with individuals or teams. Be prepared to get to know you!!!”
Mark Mc Cormack, Business Owner, Create the Great in You

“I loved the online coaching development course. It is a once in a lifetime opportunity for deep self-reflection & development for aspiring coaches, but also for those who simply want to be better people.”
Gerald Strickland, Business Owner, Malta

“This has been a transformational programme for me, both in terms of increasing my own self-awareness, and in equipping me with tools to support my own coaching journey. Zoom worked very effectively, and created a connection with my colleagues, I would never have anticipated. Highly recommend this course.”
Berns Doyle, Moving into the next chapter of life as a coach, after many years as a senior leader in the corporate world

If you would like to progress an application or learn more about the programme please go to our website at www.mail@coachingdevelopment.com and contact us via the enquiry or application forms there.

Alternatively, we'd be delighted to answer any queries directly:
You can speak to Ailbhe **on 087-2372084**
Or speak to Isy on **+ 44 (0)20 8541 1313**

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