



Continuing Coach Training
CoachNet Global LLC
903 Coaching Your Staff
Current as of January 2019

903 Coaching Your Staff Syllabus



Course Expectations and Requirements:

This syllabus describes educational expectations for completing 903 Coaching Your Staff as a part of the Continuing CCE Pathway. If you have questions, please contact Amy Glazer (amy@coachnet.org/330.936.3768).

Basic Information:

- 903 Coaching Your Staff
- Online
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Number of Coach Specific Training Hours:

- 4 x 60 minute class sessions (online)
- CoachNet uses a system called Zoom Meeting for our online training. You can access it through the Zoom Meeting app, or through your browser. You can acquire the link through www.coachnet.org loaded in My Courses.
- One writing assignment (submitted for review by instructor).

Instructor's Name:

Amy Glazer, ACC
amy@coachnet.org
330.936.3768

Contacting the CoachNet Team:

Amy Glazer, ACC
Director of Coaching Community
amy@coachnet.org
330.936.3768

Website Description:

Leaders have a responsibility to develop the people who work with and for them. Coaching is a great way to do that. But how? If you're a coach who works with leaders, this is where you come in!

What key opportunities can your clients embrace as a staff leader? What key challenges should you avoid? And how do you navigate situations where your team member's success/effectiveness also reflects on your own success/effectiveness? You'll explore ways to handle these challenges and more!

Or, if you're a leader, how can you incorporate these skills into your every day work with your team?

This course covers the following ICF Core Competencies:

#8 Creating Awareness

#9 Designing Actions

#10 Planning & Goal Setting

#11 Managing Progress & Accountability

4 - 60 minute sessions

4 coach-specific training hours

This class is a part of the Continuing CCE Pathway

Course Objectives:

The objectives for this course are:

- Learn when staff coaching is a good idea, and when it's not!
- Discover a thorough goal setting process for staff.
- Understand the matrix for staff development.
- Apply coaching skills to the leadership of your team or department.

Required Student Resources:

To successfully complete 903 Coaching Your Staff, you will need:

- A reliable internet connection
- A reliable telephone
- A copy of the 903 Coaching Your Staff Participant's Sessions Guide
- An email address
- Word processing software to submit final assignments in Microsoft Word format

Course Schedule/Outline/Calendar of Events:

903 Coaching Your Staff follows one of two formats: online for 4 - 60 minute sessions, online for two 2 hour sessions. Both formats include follow up assignments.

903 Coaching Your Staff begins online 2-3 times per year on average.

Course Outline:

Session	Class Focus	Follow Up Assignment
1	What is Strategy?	
2	Strategy & the Coaching Agreement	
3	Strategy & Managing Accountability	
4	Aligning Everything in Strategic Coaching	Journal Assignment (15-45 Minutes)

All assignments must be submitted to the Instructor within 30 days of the final class.

Criteria for Grading:

903 Coaching Your Staff is conducted on a pass/fail basis.

You will pass 903 Coaching Your Staff if:

- You attend the required 75% of live course sessions and participate in class discussions
- You listen to the recordings of missed session
- You submit your writing assignments demonstrating comprehension and application of the material

Suggested Bibliography:

Reitz, Jonathan. Coaching Hacks. Cleveland, OH CoachNet Global LLC. 2017

Ogne, Steven L. & Roehl, Tim. Transformissional Coaching: Empowering Leaders in a Changing Ministry World. Nashville, TN B&H Publishing Group. 2008.

Reitz, Jonathan. A Theology of Coaching. Cleveland, OH CoachNet Global LLC. 2014

Whitmore, John. Coaching for Performance. Hoboken, NJ Pfeiffer & Company. 1992.

Whitworth, Laura; Kimsey-House, Henry; and Sandahl, Phil. Co-Active Coaching. Boston, MA. Nicholas Brealey Publishing, 3rd Edition 2011.

First Taught:

- January 2013

Syllabi on Learning Platform:

- The downloadable syllabi presented on www.coachnet.org shall contain the date of last update.