



Integrated Coach Training  
CoachNet Global LLC  
400 Essential  
Current as of July 2019

# 400 Essential Syllabus



## Course Expectations and Requirements:

This syllabus describes educational expectations for completing 400 Essential as a part of Essential ACC Pathway. If you have questions, please contact Amy Glazer ([amy@coachnet.org](mailto:amy@coachnet.org)/330.936.3768).

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## Basic Information:

- 400 Essential
- Online

## Number of Coach Specific Training Hours:

- 8 x 120 minute class sessions (online) 20 hours.
- Sessions 1-3 & 5-7 are live interactive training.
  - Sessions 4 & 8 are live triad experiences, with Instructor feedback.
- 1 two hour phone-based, recorded triad (reviewed by evaluator as if applying for a credential).
- 6 writing assignments (submitted for review.
- Follow up quizzes may be required at the discretion of the instructor.
- 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](http://www.coachnet.org) located in My Courses.

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## Instructor's Name:

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## Contacting the CoachNet Team:

Amy Glazer, ACC  
Director of Coaching Community  
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330.936.3768

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## **Website Description:**

The culmination of the ACC Pathway, 400 Essential is designed to ensure that you have learned the fundamental building blocks for coaching, and also have opportunities to practice them under the supervision of an experienced coach trainer.

In 400 Essential, you will explore the inner make up of a masterful coach from self awareness to your inner monologue to polishing your listening and questioning skills.

The emphasis is on deeper application of the fundamentals of coaching. You'll also work on your coaching presence, assessing a coaching relationship, evaluation for effectiveness, coach development, and boundaries.

This course covers all 11 ICF Core Competencies.

## **Course Objectives:**

The objectives for this course are:

- Understand the full coach development arc
- Order/Re-order your thoughts, skills, attitudes, and habits to coach effectively
- Practice coaching (with feedback)
- Deepen your understanding of the ICF Core Coaching Competencies & Code of Ethics
- Orient yourself to 7 different models for coaching

## **Required Student Resources:**

To successfully complete 400 Essential you will need:

- A reliable internet connection
  - A reliable telephone
  - A copy of the 400 Essential Participant's Sessions Guide
  - An email address
  - Word processing software to submit final assignments in Microsoft Word format
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## Course Schedule/Outline/Calendar of Events:

400 Essential follows one of two formats: online for eight 90 minute sessions or online for four two hour sessions. Both formats have follow up triad and writing work, which is due 60 days after the last class. 400 Essential begins online 4-5 times per year.

### Course Outline:

Session	Pre-Work	Class Focus	Follow Up Assignment
1	Complete the Intentional Relationships Assessment in the Participant's Guide	Intentional Relationships	Quiz & Journal assignment.
2		Coaching Presence & Mastery	Quiz & Journal Assignment (15-45 Minutes)
3		The "Self"-ish Side of Coaching	Quiz & Journal Assignment (15-45 Minutes)
4		Live Coaching Triad #1	
5		Behaviors for Masterful Coaching	Quiz & Journal Assignment (15-45 Minutes)
6		Coaching Presence in a Coaching Relationship	Quiz & Journal Assignment (15-45 Minutes)
7	Prepare your questions about coaching.	Following the Code of Ethics   Growing as A Coach	Quiz & Journal Assignment (15-45 Minutes)
8		Live Coaching Triad #2	Final Recorded Triad Evaluation
30 Days after Session 8		Complete Writing Assignments	Submit portfolio to CoachNet
30 Days after Session 8		Grace period to complete Triad ends.	
30-90 Days after Session 8		Portfolio & Triad Review	
90 Days after Session 8		Feedback & Certificate issued.	

All assignments must be submitted to the Instructor within 60 days of the final class.

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## **Criteria for Grading:**

400 Essential is conducted on a pass/fail basis.

You will pass 400 Essential if:

- You attend the required 80% of live course sessions and participate in class discussions
  - You listen to the recordings of missed sessions
  - You submit your writing assignments demonstrating comprehension and application of the material
  - Your final coaching triad is completed and you demonstrate learning and application of coaching concepts at the ACC/PCC level
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## **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 in original format
- October 2014 in current format

## **Syllabi on Learning Platform:**

- The downloadable syllabi presented on [www.coachnet.org](http://www.coachnet.org) shall contain the date of last update.
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