



Level 1

Foundation in Professional Coaching Skills

Overview & Dates for 2023

2 Partnering with you on your coaching journey



Lawrence Kubie, in “The Forgotten Man in Education” made the point that one ultimate goal of education is to help the person become a human being, as fully human as he can possibly be. Especially with adults ...the job is...to help them to be more perfectly what they already are, to be more full, more actualizing, more realizing, in fact what they are in potentiality.

Maslow, A.H. (1993) The Farther Reaches of Human Nature.

ASPIRE COACH TRAINING is led by Ailbhe Harrington, MA MCC, who has trained over 400 coaches on ICF-accredited programmes since 2009.

With the support of an experienced team of professional coaches and coaching mentors, we bring an updated and fresh approach to coach training.

Our programmes are ideal for anyone looking to embark on a new career as a professional coach or those who want to bring coaching or a coaching approach into their current organisation or professional roles.

Our mission is to create a psychologically safe educational journey that enables each person to experience becoming as fully human as possible, accessing their full potential so that they in turn can enable others to become as fully human as possible and accessing their full potential.

Our vision is to be a catalyst that generates love and compassion in societies, families, organisations, and the world.



As a member of the International Coaching Federation, Aspire Coach Training and all faculty members are committed to and agree to be accountable to the ICF Code of Ethics.

The ICF Code of Ethics outlines the ICF core values, ethical principles, and standards of behaviour for all ICF professional coaches. They can be viewed [here](#).

We are committed to the ICF Values of Professionalism, Collaboration, Humanity and Equity.

Aspire Coach Training commits to acting with integrity and transparency in all of its activities. We hold ourselves and our participants to the highest level of integrity and strive to be open and clear about our policies, processes, actions, and ethics.

Our learning philosophy and values

Our philosophy and values form the steady base that guide us in how we work together as a faculty and in how we engage with every individual who chooses to learn and grow as a coach with us.

- We believe that to learn and grow we need to be in a psychologically safe environment
- Our mindset is one of continuous improvement and this underpins all our offerings
- We believe that we are all creative, resourceful and whole
- There is no such thing as failure only trial and grow
- Our vulnerability is our greatest strength
- We coach the "WHO" of the person not the "What" or story
- As coaches we are the most important tool in coaching, and with that we need to develop self-awareness and be able to get out of our own way
- Safety come before challenge, yet we need to step into challenge as coaches
- To become an authentic coach, we have to experience the journey of being a coachee, with all the highs, lows and vulnerability
- The quality of our relationship with ourselves is vital if we are to be truly present, compassionate, transparent and authentic in how we coach
- We are passionate about coaching and want all coaches to be experienced as credible and professional



Level 1 Programme

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This training will enable you to gain a recognised professional qualification, the Associate Certified Coach Credential with the International Coaching Federation (ICF). It is a highly experiential programme focusing on developing the core competencies and skills that have been set out by International Coaching Federation. In addition, it is about growing your coaching mindset, and increasing your self-awareness so that you can be an effective professional coach. We draw on thinking from Neuroscience, Transactional Analysis, Neuro Linguistic Programming and Carl Rogers Client Centred approach.

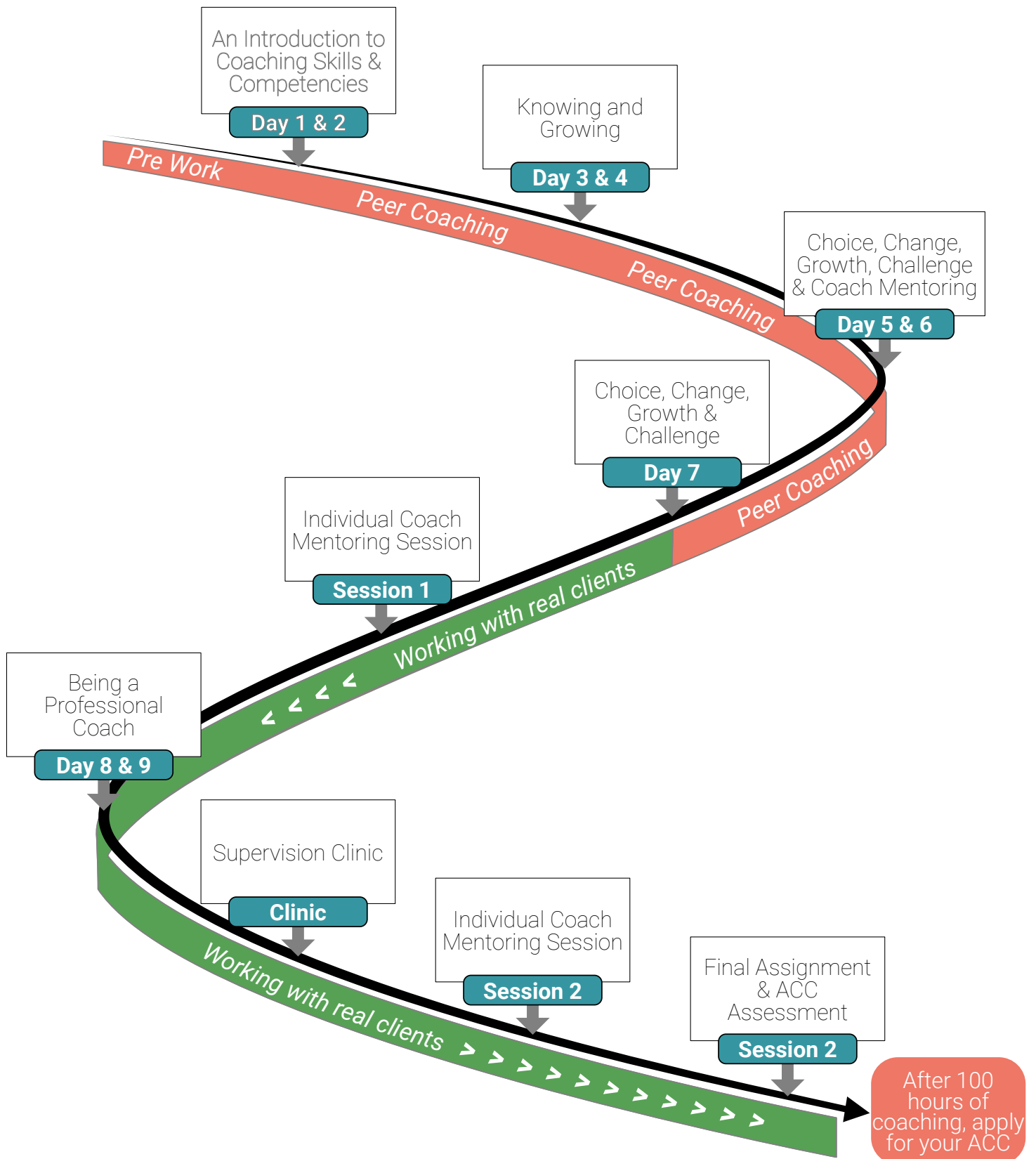
We create a psychologically safe environment for learning, and our style reflects a person-centred approach to adult learning. Our online training days which comprise your synchronous learning hours use the principal method of experiential learning: learning by doing, coupled with personal reflection and exploration. We have tutor inputs, interactive sessions, discussions, practice with observation and feedback, live demonstrations of coaching by credentialed coaches; MCC, PCC and ACC, a group coach mentoring day and 2 x 90mins individual coach mentoring sessions.

There are also additional self-directed asynchronous learning hours that are completed outside of the training days. These include a reflective journal, short assignments, quizzes, recorded coaching demonstrations to review and learn from, short questionnaires, reflective questions, and preparation for your individual coach mentoring sessions.

We also provide resources to support you for when you with set up a business as coach or working as an internal coach when you complete the programme. Finally, to integrate the skills that you are learning you also engage in peer-to-peer coaching and coaching real clients during the programme so that you start to build you coaching experience and hours as a coach.



Programme Overview



Programme Outline

Day 1 & 2

An Introduction to Coaching Skills & Competencies

- Introduction to the ICF competencies
- Psychological Safety
- Coaching Presence
- Coaching Mindset
- Establishes and Maintains agreements
- Listening, Questioning & Feedback Skills
- Listening for the who of the client
- Live Demonstrations of coaching
- Coaching Practice and Feedback

Day 3 & 4

Knowing and Growing

- Listening & Questioning Skills
- Values, ICF ethics and coaching
- Positive & Conversational Intelligence
- Communication Styles
- Generating options
- Action Planning
- Live Demonstrations of coaching
- Coaching Practice and Feedback

Day 5 & 7

Choice, Change, Growth & Challenge

- Authoring our narrative
- Empowering and Limiting Beliefs
- Life positions
- Emotions in the process of change
- Balancing support and challenge
- Live Demonstrations of coaching
- Coaching Practice and Feedback

Day 6

Group Coach Mentoring

- 7 hours of group coach mentoring
- Evidencing competencies in action
- Analysing a recording
- Analysing live coaching
- Teach-backs on each competency
- Coaching Mindset
- Reflective practice

Day 8 & 9

Being a Professional Coach

- Contracting with multi stakeholders
- Use of metaphor in coaching
- Discounting
- Accessing our intuition as coaches
- Understanding psychological games
- Referring on and practice issues
- Creating a coaching framework
- Positive messages in coaching
- Managing endings in coaching
- Coaching Practice and Feedback

Supervision

Supervision Clinic (3 hours)

- Introduction to supervision in coaching
- ICF ethics and ethical practice
- Supervision on any practice issues whilst working with real clients

Mentoring

One to One Coach Mentoring

- Two 90 minute sessions
- Review & analysis of you working with a real coaching client
- Feedback based on evidence of ICF competencies

Final Assessment

Final Assignment & ACC assessment

- Submission of a 30 minute recording that you believe meets the ACC standard
- Submission of your coaching framework

Training Structure

1. Welcome, introduction to the programme and registration onto the student platform, understanding commitments and questions and clarifications provided – This will be a zoom meeting on the 27th January 9am -10.30am
2. Pre the start date of the programme.
 - Completion of a short reflective assignment
 - Reviewing a short video explaining coaching
 - Reading a short explanation on what a reflective journal is, how to reflect and the importance of reflecting on this learning journey and as a coach.
 - Complete the VAK questionnaire
3. Days 1 & 2 – Introduction to the Core Competencies and Coaching Skills – Online on Zoom 9am -5.30pm
4. In-between Day 2 and Day 3 self-directed learning asynchronous learning hours
 - Watch a recorded coaching demonstration
 - A short quiz to complete on Competency 3
 - Complete a short communication styles questionnaire
 - Reflect in your journal
 - Non asynchronous learning. Building your skills and pro bono coaching hours - Peer-to-Peer coaching – 4 hours as a coach and 4 hours as a coachee. We set this up for you on the first two training days
5. Days 3 & 4 – Knowing and Growing - Online on Zoom 9am -5.30pm
5. In-between Day 4 and 5 self-directed asynchronous learning hours
 - Watch a recorded coaching demonstration and complete competency quiz
 - Complete authoring your own story reflection
 - Reflect in your journal
 - Non asynchronous learning. Building your skills and pro bono coaching hours - Peer-to-Peer coaching – 4 hours as a coach and 4 hours as a coachee. We set this up for you on the training days
 - Watch video outlining the minimum requirements for ACC and the credentialing process.
6. Day 5 & Day 6 – Choice, change, growth and challenge & Coach mentoring day with 7 hours of group mentoring on the core competencies as part of gaining your Associate Certified Coach credential - both Online on Zoom 9am -5.30pm
7. In-between Day 6 and 7 self-directed asynchronous learning hours
 - Watch a recorded coaching demonstration and complete competency quiz
 - Begin working with 2 real clients and record half hour sessions for coach mentoring
 - Reflect in your journal
 - Non asynchronous learning. Building your skills and pro bono coaching hours - Peer-to-Peer coaching – 4 hours as a coach and 4 hours as a coachee. We set this up for you on the training days



Training Structure

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8. Day 7 – Continuing exploration of choice, change, growth and challenge. Online on Zoom 9am -5.30pm
9. After day 7 and before you begin working with your real clients, self-directed asynchronous learning hours
 - Watch a recorded demo of chemistry meeting
 - Watch a demo of an initial contracting session where the overall agreement is created between coach and coachee
 - Watch a coaching demo
 - Listen to a panel discussion on how to access your first clients.
 - Reflect in your journal
10. Completion of a 30 mins recorded coaching session with a real coachee and submission of the recording, transcript and reflections to your coach mentor. This is followed by a 1:1 coach mentoring session with your coach mentor which is arranged at a mutual time for both of you.
11. Asynchronous learning before days 8 & 9
 - Watch the professional practice video
12. Days 8 & 9 – Being a Professional Coach – online on Zoom 9am -5.30pm
13. Asynchronous learning before the supervision clinic
 - Watch the ICF Ethics Video series
 - Complete the ICF Ethics course
 - Review the ethical scenarios
14. Attend a three-hour supervision clinic to support you in your coaching practice
15. Final work to be completed
 - Complete a short assignment setting out your framework as a coach
 - Completion of a 30-minute recorded coaching session with a real coachee and submission to your coach mentor with a transcript and reflection. This is followed by a 1:1 coach mentoring session with your coach mentor which arranged at a mutual time for both of you
 - Reflect in your journal
 - Submission of a 30-minute recorded coaching session, transcript and reflection with a real coachee for your ACC assessment to gain your ACC credential. From the feedback and learning from your coach mentor we will assess if we believe the recording is at ACC standard.
 - Additional resources with tips on how to set up a coaching business or work as an internal coach will be available after day 8 & 9.
 - We will also agree a date to present Certificates and celebrate your achievements

Note: If you don't pass the ACC assessment you will need to resubmit a recording following the receipt of feedback and this will incur an additional fee.

Throughout the programme, additional resources to support your learning will be available on the student platform.

This programme will provide a total of 100 learning hours. Our days together online will provide 69 hours of synchronous learning. In between each of our training days, you will engage in a range of self-paced learning, reflections and other activities that will provide 31 asynchronous learning hours.

Programme Dates for Spring 2023

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| 27 th January 2023 | Welcome & Introduction to the programme and student platform Online from 9 – 10:30am |
| 10 th & 11 th Feb 2023 | Days 1 & 2 |
| 10 th & 11 th March 2023 | Days 3 & 4 |
| 21 st & 22 nd April 2023 | Day 5 & 6 |
| 12 th May 2023 | Day 7 |
| 24 th May 2023 | Submit first recording, transcript and reflection to coach mentor by 24th May 2023 . A time will be organised with you directly for your 1:1 coach mentoring feedback session |
| 9 th & 10 th June 2023 | Day 8 & 9 |
| 21 st June 2023 | Submit second recording, transcript and reflection to coach mentor by 21st June 2023 . A time will be organised with you directly for your 1:1 coach mentoring feedback session |
| 23 rd June 2023 | Supervision Clinic from 9am-12pm |
| 21 st July 2023 | Final Assessment for ACC <ol style="list-style-type: none"> 1. Submit recording for ACC assessment 2. Submit your coaching framework document 3. Submit your coaching pathway document |
| Date to be decided by the group | Graduation day With option to attend in person or virtually |

Note: Attendance is required for each training day & the supervision clinic

Programme Fee : €4,500

We have Skillnet funding support for those who are self-employed or work in limited companies/organisations and we organise that for you. It is also possible to pay for the programme by instalments.

Programme Dates for Autumn 2023

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| 25 th August 2023 | Welcome & Introduction to the programme and student platform Online from 9 – 10:30am |
| 8 th & 9 th Sept 2023 | Days 1 & 2 |
| 6 th & 7 th Oct 2023 | Days 3 & 4 |
| 10 th & 11 th Nov 2023 | Day 5 & 6 |
| 1 st Dec 2023 | Day 7 |
| 10 th Dec 2023 | Submit first recording, transcript and reflection to coach mentor by 10th Dec 2023 . A time will be organised with you directly for your 1:1 coach mentoring feedback session |
| 12 th & 13 th Jan 2024 | Day 8 & 9 |
| 24 th Jan 2024 | Submit second recording, transcript and reflection to coach mentor by 24th June 2023 . A time will be organised with you directly for your 1:1 coach mentoring feedback session |
| 26 th Jan 2024 | Supervision Clinic from 9am-12pm |
| 21 st Feb 2024 | Final Assessment for ACC <ol style="list-style-type: none"> 1. Submit recording for ACC assessment 2. Submit your coaching framework document 3. Submit your coaching pathway document |
| Date to be decided by the group | Graduation day With option to attend in person or virtually |

Note: Attendance is required for each training day & the supervision clinic

Programme Fee : €4,500

We have Skillnet funding support for those who are self-employed or work in limited companies/organisations and we organise that for you. It is also possible to pay for the programme by instalments.

Who completes this training?

As you will see from our testimonials the Level 1 Foundation in Professional Coaching Skills attracts a wide range of people who are committed to learning and growing.

Some want to be more effective leaders and champion the development of a coaching culture in their organisations, while others want to work as an internal coach in addition to their professional role. Others have stepped away from organisational life or plan to in the future and wish to set up their own coaching business with training or consultancy and finally some complete the programme as a learning journey for themselves.



Testimonials

Lesley Murray
CHR Coaching & HR
Consultants

Attending the Aspire Coach training program was one of the most impactful experiences of my life! I recognise that this is a "big" statement to make, but it is made with absolute authenticity!

Originally, I signed up to the program with the intention/aspiration of acquiring the necessary technical capability, skills and knowledge to become an effective and "successful" professional Coach. On this front, the program fully delivers!! But little did I know how much more I was to be given; I continually learned more and more about myself and though challenging and emotional at times, resulted in my "growing into being me" – an on-going process! I can only thank Ailbhe, Stephen, Connie, Liisa, Eileen and their amazing colleagues for this wonderful gift; the course content, but perhaps more importantly, the style of delivery and safe space curated made for a truly unique learning and development experience. I would thoroughly recommend anyone who is considering moving into the Coaching arena (in whatever guise) or indeed, just exploring this space, to connect with Ailbhe/Aspire Coaching – you won't regret it!

Brian Durnin
Co Founder & MD
Duhube Associates Ltd

Signing up to the Aspire coach training course has been one of the best business decisions I have made. With the expert level of knowledge and experience both Ailbhe and Stephen have, you are confidently led through the process. There is perfect balance in the support and challenge that facilitates both personal growth and evokes awareness. I would recommend this course 100%

Fintan Supple
Therapist/Professional
and Executive Coach

Ailbhe, Stephen and the team walk the talk. They have devised a really wonderful programme and environment for anyone exploring the path to becoming a professional coach. I have thoroughly enjoyed and benefited from the safe and authentic space they have created for me to learn coaching skills and to begin putting them into practice - I have also learnt a lot about myself in the process. A great experience of personal growth and transformation for me in the process of learning how to offer this to others

Helen Forristal
Director of Nursing
Marie Keating Foundation

Aspire, the very meaning, directing one's hopes or ambitions towards meaningful achievements. Aspire Coach Training has been the game changer in my life over the last six months, in my thoughts, my reflections, and my self-awareness which has enabled me to probe, interrogate and challenge my own experiences as I talk, think and write them down like never before. This person centric approach, the humanistic presence, the futuristic concept has allowed sensitivity, care and safety whilst I worked towards the path to what I see as permanent change for me. This empowering experience has allowed me to believe in myself, stepping forward empowered and trusting that I am an expert of my own self but also trusting myself to instill this belief in everyone I meet in my new coaching world. Authenticity, honesty, integrity, trust, vulnerability, empathy, respect and curiosity are all part of the coaching process working in partnership with those you will coach along your path. I am immersed in this now and want to continue to learn and grow, this is the art of possibility. I would encourage anyone who is willing to learn more about themselves in a deep and meaningful way and to help others to do the same to take up the Aspire Coach Training course. As a Health Care Professional and Director of Nursing Services this course is without exception the best course I have encountered in my long career." I would like to pay tribute to Ailbhe and also to her supportive team for all their expertise, encouragement and support along this journey, to congratulate them on what is a truly inspirational experience."

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Applying to complete the programme

Applicants need to be ready, willing, and able to go on their own learning journey and be curious to explore who they are, and what gets in their own way so they can be effective coaches. You need to be ready to commit to all the dates and the between module work so please read all the information to be 100% sure you can commit to the learning journey.

You can reach out to the programme director Ailbhe Harrington at ailbhe@ailbheharrington.com to engage in a half hour mutual chat so you can decide if the programme is a good fit for you and vice versa.

We are also happy to connect you with people who have completed the programme so you can talk to them about their experience of training with us. We also have Skillnet funding support for those who are self-employed or work in limited companies/organisations. We organise that for you.

Once you have decided you would like to join us you can click the button below to submit the online application form.

**Click here for the online
application form**

Our Team

The Educational Director of ASPIRE COACH TRAINING is Ailbhe Harrington, MA, Dip Counselling, Master Certified Coach

The trainers on this Level 1 programme are ICF Master Certified Coaches (MCC) and Professional Certified Coaches (PCC) who also have extensive business and organisational experience.

Ailbhe Harrington has trained over 400 coaches on ICF accredited programmes over many years. Her experience spans leadership development, transformational coaching, third level education and enterprise development within the private, public and voluntary sector within Ireland and Europe. She was also awarded by the ICF Ireland Chapter, Coach of the Year in (2016), Coach Trainer (2017), Coach Supervisor (2020) and the Presidents Social Enterprise Award (2020).

Stephen Clements, PCC has been a lead mentor on many coach training programmes and is currently a trainer on the Aspire Coach Training programme. Stephen was awarded by the ICF Ireland Chapter, Coach of the Year (2020) and has an extensive background in technology leadership and coaching within multinational companies.

We have a support team who join us during the online training days providing additional support during exercises and practice sessions in the breakout rooms.

Finally, we have several Professional Certified coaches who support you as coach mentors as you progress to gaining an Associate Certified Coach (ACC) credential with ICF.



Ailbhe Harrington, MCC



Stephen Clements, PCC



visit us to learn more

www.aspirecoachtraining.com