



## **ICI Standards & Curriculum for: “Coach, ICI”**

**The qualification "Coach, ICI" consists of at least 220 hours/30 days coaching training + case reflections of 3 coachings as Coach and 3 coachings as Coachee + Coach Conception as written test + practical test.**

"NLP-Practitioner, IN" or comparable methodical training can be accepted with 130 hours/18 days as part of the 220 hours/30 days. In this case the module "Coach, ICI" training has at least 90 hours in 12 days,

### **Requirements for participation of the 90 hours/12 days part: "Coach, ICI" training**

- Prerequisites for attending the 90 hours/12 days "Coach, ICI" qualification training are 130 hours/18 days qualification in Coaching. The "NLP Practitioner, IN" (130 hours/18 days) is accepted to account for the all in all 220 hours/30 days qualification in Coaching.

### **Duration & procedure of the 90 hours/12 days part: "Coach, ICI" training**

- **a minimum of 90 hours training in at least 12 days**
- **added at least 3 coaching sessions provided for colleagues and 3 coaching sessions provided by colleagues**
  - The focus of the first coaching session is clarification and agreement, the focus of the second session is process, intervention procedures, and practice transfer, and the focus of the third session is completion, impulses for self-management and evaluation.
- **plus adequate reflections, case documentation and a Personal Coaching Concept with the following topics**
  - coach profile
  - field competence
  - core competencies
  - assessment of market
  - modalities of coaching
  - personal network, advanced training, supervision and self-evaluation
- **Strongly recommended are**
  - 3 coaching sessions provided by an external professional coach
  - 3 coaching sessions for a client who is from the field in which the coach has practical experience. The focus of the first coaching session is clarification and agreement. The focus of the second session is process, intervention procedures and practice transfer. The focus of the third session is completion, impulses for self-management and evaluation.
  - minimum age at the time of certification: 25 years



## **Training content of: "Coach, ICI"**

**1st part: 130 hours/18 days Curriculum "NLP Practitioner, IN" or comparable qualification**

**2nd part: the following content for the 90 hours/12 days "Coach, ICI"**

- client acquisition
- positioning of coach
- role security
- first session (clarification of outcome, agreements and psychological contract)
- coach responsibility and legal matters
- reflection over the relationship between coach and coachee
- collection of information and clarification of outcome
- handling of goals
- strategies, methods, interventions
- ecology
- transfer in practice
- goal oriented use of analogue and digital communication
- feedback and correction
- structuring of single sessions and of the overall process
- process coordination in regard to the neurological levels
- flexibility in stuck-state situations
- limiting presuppositions and limiting beliefs
- coaching interventions from an NLP-Practitioner training
- language as an instrument
- evaluation and success controlling
- preparation of self-coaching and closure
  
- **Self-reflection of the coach**
  - coaching attitude
  - coach state management
  - coach profile
  - field competence
  - limits of coaching
  - recognition and creating of the form of relationship
  - differences between coaching and counseling and therapy
  
- **Basic knowledge in conflict management**
  - conflict theories
  - working with conflicts
  - potential of conflicts
  - costs of conflicts
  
- **Supervision, self-reflection, and personality development**
  - writing of case documentations



- analysis and change in regard to long-term processes
- capability for self-reflection
- supervision (by colleagues)
- goal oriented expansion of one's own model of the world
- capability for creating personal balance and stress management
- integration of inner conflicts
- personal congruence and authenticity
- development, learning, and application of new strategies
- transfer of experience to new assignments and contexts

### **Optional recommended training content**

- **Coaching interventions e.g. based on: humanistic psychology, cognitive psychology, process-oriented psychology, depth psychology**
  - flexibility in interventions
  - communication of psychological knowledge (active mechanisms in coaching sessions, inner attitude of the coach, explanations and metaphors, feelings, resources and goals, self-concept)
  - Heroe's Journey
  - social psychology
  - clinical psychology
  - conflict coaching
  - ambiguity tolerance
  - systemic thinking and assessment
  - Constellation
  - hidden agendas and systemic entanglements
  - emotional resonance phenomena
  - motivation techniques
  - analysis of strengths, weaknesses, and potential
- **Optional knowledge in conflict management**
  - conflict resolution strategies
  - crisis management
  - stress reduction programs, change of perspective, principle of proactive initiation, handling of strong emotions, recognition of interaction effects and feedback circuits...
  - conflict coaching for teams, two-person groups, leaders
- **World of employment**
  - CI process
  - development of guiding principles
  - delegation techniques
  - leadership
  - burnout prophylaxis
  - mobbing (psychological harassment)



### **Core competencies trained in: “Advanced Fundamental coaching skills, ICI”**

- To use and self-reflect on the coaching competencies: Questioning, listening, championing, sharing observations and hypotheses, challenging, tasking, creating rapport, monitoring own mental estate, summary.
- To use and reflect on systemic perspectives from individual, team, organization.
- To reflect on the difference of executing a coaching and being a coach.
- To be able to structure single sessions and overall processes.

## **A recommended structure of the 12 days**

The Coach Training contributes to the enhancement, stabilization and expansion of NLP or comparable methodological competencies. Where does coaching come from and how does it work? When take people the opportunities for coaching? What is a coach? What is the value of their own field of competence? Scientific findings to the ideas of man, models of human development theories, self-esteem; learning the systemic perspective, conflict theory and methods for conflict work, empathy - when is it helpful, when does empathy harm?

### **Days 1 + 2: The field of competence of Coaches**

History of Coaching, fields of application in coaching - where does it come from, what does it provide? Field of competence: In which areas do I have the field competence to offer Coaching? Which target group do I want to address? Where and how do I want to take a position in the market? Tasks of the Coach analogical to the Logical Levels, attitude of a Coach, ethical standards in Coaching.

### **Days 3 + 4: Basic competence in Coaching**

Setup and process of Coaching. Structural patterns of the task of the Coach. Coaching process, self-reflection of the Coach. Clarification of the mission and goal orientation, formal und psychological contract. Advantages and disadvantages of empathy. Arrangement of first contact and first session in Coaching.

### **Days 5 + 6: Process orientation in Coaching**

What influences people in the construction of their mental map? Psychology of the person: self-image, self-esteem and interaction, self-esteem as immune system of consciousness, thinking, feeling, acting - Impulses from social psychology and the ideas of men from psychological schools of thought. The Coach as facilitator in change processes. Arrangement of tasks for the Coachee. Special topic: Burnout.

### **Days 7 + 8: Systemic understanding in Coaching**

Transference of systemic viewpoint and diagnostic methods of systems. How do I recognize patterns in social and working systems? Reconstruction techniques for recognition of systems (Constellation according to Virginia Satir). Single work with comprehension of contextual system. Specific systemic problems and systemic techniques. Special topic: Mobbing (psychological harassment).

### **Days 9 + 10: Conflict Coaching**

Transference of conflict theories and dynamics. Developing associated aspects of differing interests with the dialogue as goal. Prevention through conflict prophylaxis. The principal of ad-



vance performance. Methods for self-reflection of the Coach's own conflicts and dealing with criticism. Special topic: Team Coaching.

### **Days 11 + 12: Self-reflection and awareness of others of own skills**

The epigenetic plan, theories of personality disorder. Support and provision of own development as Coach: protection fields for the Coach, work with values, closing and feedback for the Coaching, presentation as a Coach.

## **Regarding the Certificate**

### **The ICI certificate for: "Coach, ICI" must include the following:**

1. the correct title of the qualification: "Coach, ICI"
2. the duration of the course with precise information regarding training days and hours (at least 90 hours training in 12 days or with the prerequisites for attending of 130 hours/18 days this sums up to 220 hours in 30 days)
3. the date of the first and last day of the course
4. the ICI seal (sticker with ICI logo and seal number)
5. a statement that all ICI guidelines have been met
6. the signature of the "Coach Master Trainer, ICI"

**Training content for the qualification:** We highly recommend to list the complete trained main content and the complete 220 hours in 30 days of training that is needed for the qualification "Coach, ICI" on the backside of the certificate or on a separate signed document.

### **The following statement is optional for an ICI sealed certificate:**

"Because of the high quality of this training it may be recognized as ECTS credit points in academic studies in psychology with a focus on Coaching."

**More details:** A training hour has 60 minutes. Brakes longer than 30 minutes are not counted as training time. A training group has at least 6 participants (counted without assistants or „Coach Master Trainer, ICI“). We highly recommend assistants for trainings bigger than 10 participants. An ICI certification training with ICI sealed certificates (sticker with ICI logo and seal number) has to be conducted at least 80% of the time by an approved "Coach Master Trainer, ICI". The remaining up to 20% of the training can be conducted under his supervision and responsibility. For the list of appointed "Coach Master Trainer, ICI" please see: [www.coaching-institutes.net/show/seal.php](http://www.coaching-institutes.net/show/seal.php)

**For more details please see the “ICI Certification Guidelines”**