

**COACHING** 4  
*Clergy*

# **Professional Coach Training**

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## **Course Catalog**

# Welcome!

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## Welcome from Dr. J. Val Hastings, MCC, Founder & President

Thank you for enrolling in this intensive, hands-on, International Coach Federation accredited training. My vision is that every pastor, ministry staff, and church leader become a coach. By enrolling in our coach training program, you are helping this vision become a reality. My promise to you is that we will provide you with the best possible coaching training and resources so that you can become a masterful coach.

This course catalog will provide you with descriptions of the classes that are offered in Coaching4Clergy's Professional Coach Training program. For a current listing of when these courses are offered, please visit the Coaching4Clergy website at [www.coaching4clergy.com](http://www.coaching4clergy.com).

On behalf of everyone at Coaching4Clergy, we look forward to our time with you.

Dr. J. Val Hastings, MCC

## Requirements for Graduation/Applying for Your Coaching Credential:

To complete our Level 1 Training and qualify for the ACC coaching credential participants need to complete the following:

- **Step One:** Asynchronous Coaching Foundations Course. *It is recommended that you complete the Asynchronous Coaching Foundations Course either prior to or at the same time as your semester classes, as it covers important fundamental coaching skills.*
- **Step Two:** Any two semesters of online classes
- **Step Three:** Individual or group mentor-coaching

To complete our Level 2 Training and qualify for the PCC coaching credential participants need to complete the following:

- **Step One:** Asynchronous Coaching Foundations Course. *It is recommended that you complete the Asynchronous Coaching Foundations Course either prior to or at the same time as your semester classes, as it covers important fundamental coaching skills.*
- **Step Two:** Any four semesters of online classes
- **Step Three:** Individual or group mentor-coaching

For more information about this process, please read the Student Guide and page titled, “How to Become a Credentialed Coach” located under the Student Resources tab on the Coaching4Clergy website.

## Asynchronous Coaching Foundations Course:

**An Overview of the Core Coaching Competencies (8 hours)** – provides an overview of the core coaching competencies. A strong understanding of these competencies is one of the most important first steps that you can take as a new coach.

**Deep Listening (4 hours)** – All of coaching begins with deep listening. Masterful coaches listen on multiple levels. This class is designed to develop and expand the new coach’s listening skills.

**Powerful Questions (4 hours)** – Powerful questioning is a coach’s most important skill for provoking creative thinking and meaningful responses from the coaching client. This class provides insight on how to create powerfully engaging questions that move people forward.

**Creating New Awareness (4 Hours)** – The goal of this course is to understand that we all have limiting beliefs and false assumptions. In this class you will explore your own limiting beliefs and assumptions, as well as learn practical helps on how a coach can create a new awareness in the coachee.

**Action and Accountability (4 hours)** – This course is designed to hone students’ use of the core coaching competency of Action and Accountability. A thorough review of the competency will occur. This competency will also be modeled in the recorded coaching demonstrations.

### **Fall Semester:**

**Coaching Intact Teams and Groups (4 hours)** – provides a real opportunity for new coaches to participate in a group coaching experience, an opportunity for new coaches to discuss the group coaching that they just experienced. (i.e. How did you do that?), and knowledge and expertise regarding the stages and formation of groups and teams.

**Direct Communication (4 hours)** – This course is designed to develop expertise using the core coaching competency of Direct Communication. The competency will be modeled, and there will be ample opportunity during the course for students to practice this skill.

**Getting Started as a Coach (4 hours)** – This class will help students identify those items needed when starting to coach. (i.e. Welcome Kit, Coaching Agreement, etc.), provide a thorough review of the Professional Standards and ICF Code of Ethics, and discuss next steps toward developing a coaching practice.

**An Introduction to Coaching at End of Life (4 hours)** – This class will introduce how a spiritual leader can use a coach approach to minister to the dying and the grieving. Participants will take away practical skills and behaviors that will help them to minister to those at end of life – both to individuals and to groups. Practical tools for follow up will be introduced. Those participating will also be given the opportunity to examine their own views on death, dying and grieving.

**Establishing Yourself as a Coach (4 hours)** – This course is designed to provide students with valuable resources on the topic of establishing themselves as a coach. This course provides a wealth of practical and proven materials and exercises.

**Practice Lab (8 hours)** – This class is an opportunity for students to receive feedback on their coaching, as well as offer feedback to other students when they coach. In addition to student feedback, faculty will also be offering constructive feedback throughout this lab.

### Winter Semester:

**Developing a Strong Personal Foundation (4 hours)** – The objective of this course is two-fold: 1) To assist the coach in the development of his/her own solid personal foundation, and 2) To provide the coach with practical discussion, techniques and insights for developing a solid personal foundation in those whom they coach.

**The Leader as Internal Coach (4 hours)** – This class is designed to help pastors and ministry leaders understand that they can effectively utilize coaching skills to impact their ministry in a powerful and positive way. Pastors and Ministry Leaders will walk away from this class with practical steps of how to implement coaching in their daily lives and improve their ministry by positively impacting their team members' lives and ministry.

**Coaching for Focus and ADHD Challenges (4 hours)** – This course will explore common issues of overload and distraction that frequently challenge many in ministry, business, and life. We will develop ways to apply coaching to reduce stress and energy zappers and greatly enhance effectiveness, building more success. This elective will begin by learning to recognize common challenges and strengths. The coaching blocks of Powerful Questions and Action and Accountability will be major tools used to personalize ways to remove distractions and provide focus for priorities leading to greater success. Topics covered will include: time management, project management, setting priorities, physical organization, helpful tools for you and your coachees, and accountability that encourages, including using email and other methods. Join us as we discover and explore keys to help unlock these challenges to unleash potential and results.

**The Coaching Agreement and Relationship (4 hours)** – This class will instruct new coaches on how to set up a coaching agreement, identify the three components of a coaching agreement, discuss with students how to set up a coaching agreement as an external

coach versus an internal coach, discuss with students how to develop a coaching relationship that will maximize the coaching conversation, and explore: coaching presence, dancing in the moment, and best practices-how to improve the way that you relate to others.

**Coaching Mastery (4 hours)** – This course is intended to introduce students to coaching mastery and encourage them to continue their coach development after graduation. This course includes an overview of coaching mastery, as well as interviews with seasoned coaches on the topic of coaching mastery.

**Practice Lab (8 hours)** – This class is an opportunity for students to receive feedback on their coaching, as well as offer feedback to other students when they coach. In addition to student feedback, faculty will also be offering constructive feedback throughout this lab.

### **Spring Semester:**

**Coaching Models, Frameworks and Approaches (4 hours)** – This course is designed to offer students a variety of coaching models, frameworks and approaches when coaching. The core coaching competencies will be woven throughout each approach. A significant amount of time will be devoted to coaching demonstrations and feedback.

**Group Coaching Practice Lab (8 hours)** – Group Coaching Practice Lab is an opportunity for students to experience group coaching firsthand, as well as practice being the group coach. This course is highly experiential.

**Coaching for Resiliency (4 hours)** – In this course, we will learn what resiliency is, how it differs from perfectionism, why it matters in ministry, how God calls us to be resilient, and practices of developing critical awareness, self-compassion, and authenticity as components of resiliency. Those who participate will be given the opportunity to examine their own beliefs that may be limiting their ability to practice bouncing back.

**Coaching Through Major Change (4 hours)** – The purpose of this course is to support coaches in understanding their personal change leadership style and the impact on their coaching style. Coaches will be introduced to a change model that can be used as a foundation for coaching clients through change.

**Practice Lab (8 hours)** – This class is an opportunity for students to receive feedback on their coaching, as well as offer feedback to other students when they coach. In addition to student feedback, faculty will also be offering constructive feedback throughout this lab.

### **Summer Semester:**

**Conflict Coaching (4 hours)** – Coaches frequently find themselves coaching individuals and groups around the topic of conflict. Many coaches feel inadequately prepared for conflict-coaching. This course will provide participants with an opportunity to increase their understanding of conflict, as well as identify their own person style of addressing conflict. Practical and proven techniques to further develop conflict competency as a coach will also be explored. While this course will offer participants valuable resource material, the real value of this course comes from the candid discussion and sharing of the group around real conflict situations. Those participating in this course are asked to identify, in advance of class, conflict situations in their personal and professional life. Actual coaching on conflict will occur in this course. Because of the deeply personal nature of this topic, strict confidentiality is required.

**Artful Language (4 hours)** – Many of us grew up with the saying, “Sticks and stone may break my bones, but words can never hurt me.” Nothing could be further from the truth! This course is designed to develop and hone the student’s use of language as an art.

**Common Coaching Scenarios (4 hours)** – provides a basic understanding of nine common coaching situations experienced as a coach in a ministry setting. While coaching of each person or group is unique, there are common themes and approaches that provide the coach with a framework from which to craft a coach approach to ministry. The nine common coaching scenarios we will address include: 1) Coaching the First Time Pastor, 2) Coaching New Beginnings, 3) Coaching the Lead Pastor, 4) Coaching the Supervisor of Paid Staff, 5) Coaching the Transitional (Interim) Pastor, 6) Coaching the Executive Pastor, 7) Coaching the Minister of Music, 8) Coaching those in Career Transition, and 9) Coaching relationships between partners.

**An Introduction to Systemic Coaching (4 hours)** – In addition to coaching individuals, teams and groups, coaches are also asked to coach systems. Systemic coaching, or coaching the DNA of an organization, is a valuable contribution that coaches can make to an organization. More and more coaches are being asked by organizations to help us change

our culture. During this introductory course, we will cover key components of systemic coaching, including: Assessing the system, Helping the system self-assess, Roles and voices in systems, Coaching roles and voices.

**Creating a Coaching Culture (4 hours)** – In this course, you will learn how to create a coaching culture which will transform your church or regional setting. In addition to developing your own coaching competency, you will learn the four keys to successfully creating and sustaining a coaching culture. You will also discover the multiple ways in which coaching skills can enhance your clergy toolkit.

**Practice Lab (8 hours)** – Practice Lab-Level Two is an opportunity for students to receive feedback on their coaching, as well as offer feedback to other students when they coach. In addition to student feedback, faculty will also be offering constructive feedback throughout this lab.

### **Mentor Coaching:**

**Mentor Coaching (10 hours)** – Mentor coaching is a requirement for a coaching credential by the International Coaching Federation. Mentor coaching is an opportunity to receive informed feedback on your coaching, especially regarding the Core Coaching Competencies. Our students have the option of group mentor coaching (a combination of group and individual mentor coaching) or individual mentor coaching.