



Metasysteme : Executive team coaching, leadership transition, crosscultural and innovation coaching. Breakthrough coach training, coach supervision and mentoring

"Coaching Fundamentals" Training Cycle:

FOUR WORKSHOPS ON THE FUNDAMENTALS OF COACHING

The "coaching fundamentals" Coach training program detailed below provide a comprehensive learning process both for confirmed coaches and for beginners in the coaching field. This coach-training cycle is ACSTH certified by the International Coach Federation.

Beyond the coach population, the proposed practical skill set can very usefully concern all those who wish to learn how to use performing communication tools for in other related fields. Among other professionals, this can concern managers, recruiters, sales representatives, consultants, HR professionals, trainers, journalists, etc.

The powerful dimension of this relatively short coach training cycle rests on its original teaching frame of reference in total coherence with the spirit of coaching. The cycle is focused on teaching advanced coaching skills, addressing each participant as a potential master coach rather than as a beginner. The taught techniques are distilled to their finest dimension, and exempt of superfluous theory. The resulting accelerated learning process is focused on acquiring the art of essential masterful coaching.

Consequently, the total proposed training program represents a relatively complete practical education program on the fundamentals of masterful coaching. Enrolling for the comprehensive program also includes participation in :

- > A peer group which offers complementary coach training situations.
 - >A full day " white " or mock exam, to prepare for certification by professional associations (such as the International Coach Federation)
- Consequently, if one can sign up and attend any workshop selectively, priority will be given to participants who wish to commit to the whole comprehensive program.

HOW : Each two-day session is conceived as a focused and practical behavioral training environment focused on acquiring practical coaching skills. The participants will find a setting where they will be asked to concentrate on real-life learning situations focused on acquiring practical behavioral coaching skills and communication techniques.

WHERE : Bucharest (in English), and Timisoara (English), Paris (in French). The precise address for each program in the above locations are communicated to participants following their enrollment.

Note that the Timisoara location is geographically close to Serbia, Croatia, Slovenia, Hungary, Slovakia and a host of other Balkan or East European countries. Participants in the Bucharest Coaching School may also come from Moldavia, Ukraine, Bulgaria and Turkey, and has attracted students from as far as Finland and Italy.

The "Fundamentals" coach training program can also be organized in other locations and "in-house" within organizations for any constituted groups of twenty to thirty participants.

TRAINER : Alain Cardon, MCC (Master Certified Coach- International Coach Federation).

[TO CONTACT US FOR FURTHER DETAILS](#)

[To contact our partner for the program in SPAIN](#)

[To contact us to attend the program in ROMANIA](#)

PROGRAM:

I CREATING THE RELATIONSHIP2-day behavioral training workshop

Presentation: Inclusion of participants, training process definition.

Definition of the work groups (coach, client, observer), operating process.**TOOLS** : Introduction to coaching. Definition of coaching, dialogue vs la discussion, an " art of conversation " ?

Practical and progressive introduction to each tool:

- > Listening skills, silence, verbal punctuation.
- >Posture, receptive attitudes, body language,.
- >Passive and active prodding, pacing.
- >Effective reformulation.
- >Linguistic clarification.
- >Sharing perceptions

>Introduction to phone coaching

Each technique will be extensively practiced by each participant in small groups, during five to ten-minute sequences.

THEMES :

Each participant will set personal professional goals to develop their professional practice and a development calendar over the following year.

> Definition of a professional target.

>Development of a client portfolio (first clients -paying/free)

>Targeting managerial and other communication situations where the use of oaching tools will prove useful or effective

>Two-year income projection, pricing, training program etc.

>Personal follow up and reality checking in the work groups.

-----2 days peer group work

II THE ART OF ASKING QUESTIONS

2-day behavioral training workshop

Presentation/Inclusion of the participants, training process definition.

Definition of the work groups (coach, client, observer), operating process. **TOOLS** :Introduction to coaching. Definition of coaching, dialogue vs. la discussion, an " art of conversation " ? Practical and progressive introduction to each tool: Expressing and reformulating feelings and intuitions.

> Questions : open, closed, directed, neutral and powerful.

>Questions, focused on solutions.

>Questions to transform client frame of reference.

>Questions focused on who the client is and on how the client proceeds rather than on the content of his or her personal dialogue.

>The use of coaching techniques while selling coaching.

Each technique will be extensively practiced by each participant in small groups, during five to ten-minute sequences.**THEMES:**

Complementary discussions concerning the art of enlarging one's frame of reference can be proposed.-----
2 days peer group work

III CONTRACTS AND AGREEMENTS IN COACHING

2-day behavioral training workshop

Presentation/Inclusion of the participants, training process definition.

Definition of the work groups (coach, client, observer), operating process.

TOOLS :

Introduction to coaching. Definition of coaching, dialogue vs. la discussion, an " art of conversation " ? Practical and progressive introduction to each tool:

> Questions to explore client " needs " and client " stakes " : contract clarification : objectives, measures and measurement instruments.

>Triangular contract negotiation.

>Contracting for " internal " client support.

>Written contracts.

>Anti-sabotage focus. Mentioning coaching ethics.

>Different levels of client-coach agreements in coaching

Each technique will be extensively practiced by each participant in small groups, during five to ten-minute sequences.

THEMES:

Complementary issues can be covered :

> Prescribing diagnostics, coaching diagnostics.

>Contract and agreement " games ", modifying contracts, concluding contracts,

>Session agreements and coaching session time management.

>Agreements for questions/reformulations/expressing perceptions. Homework and follow-up contracts,

>Ethics in coaching contracts.

-----2 days peer group work

IV "SYSTEMS APPROACH" IN COACHING

2-day behavioral training workshop

Presentation/Inclusion of the participants, training process definition.

Definition of the work groups (coach, client, observer), operating process.

TOOLS:

Introduction to coaching. Definition of coaching, dialogue vs. la discussion, an " art of conversation " ? Practical and progressive introduction to each tool:

> Systemic and projective techniques in coaching, differed and " live " coaching.

>Working with client constellations.

>Client - coach relationship indicators and how to use these with a metaphorical approach.

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- >The coach - client relationship, transference and counter transference.
 - >Holistic parallels in the coaching and client relationships.
 - >Strategic choice of "high" and "low" positions in coaching.
- Each technique will be extensively practiced by each participant in small groups, during five to ten-minute sequences.

THEMES : Some complementary themes can be covered :

Presentation of systems approach principles as they apply to coaching. Introduction to systemic supervision.

- > The scapegoat process, family constellations, systemic games.
- >Coaching potentials inherent to client interfaces, contracts for projective work sequences, use of video, flip charts, drawings, etc.
- >Space management (Gestalt), time management (future projections).
- >Triangulation.
- >The use of paradoxical strategies, paradoxical questions and affirmations.

-----2 days peer group work

1 day

Information and preparation to the ICF exams - "white exams". (included in the price for participating in the four "fundamentals" workshops, as well as participating in the peer group.)

[To consult dates and prices for the Bucharest Program](#)

[To contact us for more information](#)