

Coaching Accreditation Program



transforming
good intentions into
great results



**growth
coaching
international**



Programs in New Zealand offered in
association with

the **e**ducation group ltd

Coaching Accreditation Program



What is the purpose of the program?

growth coaching international's popular coaching accreditation program has been designed for leaders and managers in the education sector who are committed to significantly building their leadership skills in order to manage themselves and others towards greater performance.

gci staff have decades of experience in educational leadership settings and have coached and trained many hundreds of educational leaders across the country and internationally.

Who can apply?

- > Education directors, school principals, heads of educational organisations and departments
- > Head office personnel, including education consultants, HR managers and professional development managers
- > Deputy principals, assistant principals and head teachers
- > Teachers aspiring to leadership roles
- > Education counsellors and senior assistants
- > Individuals in people management roles in other educational government or private settings
- > Organisations who wish to deliver the program 'in house'.

What makes this program different to other coaching programs available?

- > It is designed and presented by experienced educators with a strong background in curriculum design and delivery as well as experience in coaching hundreds of individuals and teams across the country, and internationally
- > It is able to be delivered externally to individuals from organisations or can be delivered 'in house' within organisations to build internal leadership coaching capability
- > Accreditation is recognised in a range of significant ways including university post-graduate status (see page 2). It enhances participants' credibility and standing in the workplace and in the coaching profession
- > The program includes a mixture of 4 workshop contact days and external learning modes that creates flexibility in the learning process

Coaching Accreditation Program – Continued

- > A comprehensive training manual and workbook (200+ pages) is included and provides an invaluable resource over the long term
- > The program has a degree of robustness often not provided in other more general coaching programs.
- > You have the opportunity to build your network of professional coaching contacts
- > Once the program is successfully completed, it provides an opportunity to progress to accreditation in team coaching and other professional programs.
- > **The program addresses the following different needs of our participants:**
 - For leaders and consultants, builds a sophisticated degree of coaching competence and confidence into your leadership repertoire, so you can lead, manage and influence others more effectively than ever before
 - For all participants, provides greater work opportunities by adding coaching to your career options and skill set.

Successful completion of the 4 phases of this program, including written assignments, provides:

- > Recognition of prior learning (RPL) towards Masters of Educational Leadership programs with several Australian Universities including, University of Tasmania, University of New England and Edith Cowan University.
- > Recognition of 37 hours of training that contributes to International Coaching Federation credential

What does accreditation status give me?

Coaching Accreditation Program – Continued

- > Mastery and accreditation status with *gci's* 8 Step Coaching System. Participants receive:
 - Access to all materials associated with the *GROWTH* coaching process such as photocopiable templates and checklists, including emotional intelligence and leadership questionnaires.
 - Permission to add 'growth coaching international accredited coach' on your business card
 - Opportunity to be part of *gci* coaching projects, if appropriate.

ACEL Partnership

growth coaching international (gci) is an Australian Council for Educational Leaders (ACEL) Academy Partner and provides short and long programs against the ACEL Leadership Capability Framework. *gci* and ACEL are partnering to provide a number of professional learning opportunities in workshop settings, online and by phone

This 4 phase program involves:

Phase 1



Two day workshop.

Phase 2



Flexible external learning phase including telephone coaching, readings, coaching practice and a coaching-in-action project.

Phase 3



Two day workshop.

Phase 4 (Optional)



Six individual coaching sessions and completion of coaching project.

What is the specific content of the program?

Phase 1 2 day workshop

This phase will provide a balance of theory and practical application, including significant modelling of coaching practice. Participants will have opportunities to practice coaching in a highly supportive environment.

Introduction and intensive training in the following concepts and coaching applications will be provided:

- > Introduction and overview: Executive coaching and leadership
- > What coaching is and isn't
- > 8 key coaching skills
- > The 8 step *GROWTH* coaching model: An in-depth exploration of each step in the *GROWTH* model
- > Coaching with emotional intelligence
- > Goal setting
- > Coaching and Appreciative Inquiry
- > Telephone coaching: tips and techniques
- > These 2 days will include practical modelling and practicing of coaching skills, methods and techniques.

Coaching Accreditation Program – Continued

Phase 2 Flexible external learning phase, including telephone coaching, readings, personalised coaching practice sessions & coaching-in-action project

(No travel involved)

***“Executive coaching
is among the top five
development interventions
and ranks ahead of any
formal program.”***

Corporate Leadership
Council, 2001

A thorough outline of expectations of Phase 2 will be provided at the Phase 1 workshop. Phase 2 serves to build upon and reinforce concepts introduced during Phase 1. In addition, you will work on managing the coaching process whilst learning about, and applying, the gci coaching system.

This phase will include:

- > Modeling by *gci* facilitators on the *GROWTH* coaching model and a recommended structure of individual practice sessions focussing on:
 - Setting the foundation, co-creating the relationship, planning and goal setting
 - Creating awareness and designing actions
 - Managing a coaching conversation – relationship issues and effective communication skills
 - Giving feedback and facilitating learning and results
- > Participants coaching each other based on the materials covered to date
- > Telephone coaching skill development
- > Participants commencing a practical coaching assignment involving a personal 'client' eg: direct report, colleague etc. with direct coaching/mentoring support provided by a *gci* coach
- > Participants will explore typical coaching scenarios and be provided with a range of tools and techniques to address those in the coaching process. This will include goals associated with leadership development, time management, performance management
- > Opportunity to undertake an assessment tool of choice* to develop increased knowledge and appreciation of the value of assessment tools in the coaching process and to learn more about your work preferences and personality style.

Note: Participants will cover their own costs for telephone connections associated with Phase 2 coaching practice.

* An additional cost is involved for the assessment tool so completion of this is not mandatory. Choice includes: Team Management Systems TMI, Human Synergistics LSI 360° feedback instrument, the DiSC Everything @ Workplace Profile or Myers Briggs Type Indicator®

Phase 3 2 day program

A significant focus of phase 3 includes input and modelling on managing challenging conversations and giving feedback. This Phase will have a highly participatory focus.

Specifically, the 2 days will address:

- > Review of coaching experiences to date
- > Managing challenging coaching conversations.
- > Giving feedback
(The two points above represent a significant component of this learning phase)
- > Facilitating change in coaching
- > Establishing the right environment for successful coaching
- > Identification of individual coaching goals for skill/knowledge development
- > Additional coaching resources, tools, techniques and practice opportunities
- > Executive coaching: Putting it all together. Ethics and boundaries, establishing a coaching agreement, accountability and record tracking.

Phase 4 Optional

Phase 4 is optional but is a pre-requisite if you seek accreditation with gci and rights to use their coaching systems and materials in your practice. Participants are also eligible to apply for university accreditation with the completion of this phase. An additional assignment and readings are involved for those who seek university accreditation.

Specifically, this phase involves:

- > 6 x 1 hour individual coaching sessions (via telephone and/or in person) with a gci coach to focus on your specific coaching development needs that will ensure successful and sustainable coaching practices in your workplace or coaching business.

*(*The total number of sessions can be reduced by negotiation if you have already been coached by gci in the past.)*

- > Successful completion of Phases 1, 2 and 3 including attendance at all components and demonstration of successful coaching practice
- > Completion of a coaching project with a direct report, colleague etc., (as outlined during Phase 2), coupled with an associated written assignment
- > For university level eligibility, the completion of an additional learning portfolio and associated professional readings.
- > Coach your coach assessment and receive constructive feedback.

Note: Participants will cover their own costs for telephone connections associated with Phase 4 coaching practice.

“Research demonstrates that productivity and transfer of skills after training alone is little more than 22% and after coaching is 88-95%.”

Olivero et al, 1997; Bush, 1984

Coaching Accreditation Program – Continued

What are the Program Fees on a per person rate?

“The authors conducted an action research project with 31 managers in the public sector. Participants received coaching for 2 months on developing new managerial skills and other performance issues. The average increase in productivity after training alone was 22.4% and after training and coaching was 88%.”

Olivero, G., Bane, K.D., & Kopelman, R.E. (1997). *Executive Coaching as a transfer of learning tool: Effects on productivity in a public agency. Public Personnel Management*, 26: 461-469.

Australia

Phases 1, 2 and 3

Includes all training and contact hours plus all meals at the 4 workshop days as well as *gci* coaching manual and workbook, coaching folder and inserts and Leadership Coaching Guide. (Phase 4 also includes coaching folder and inserts)

Note: All prices are quoted below are in Australian Dollars and are exclusive of 10% GST. GST is payable on all programs conducted in Australia and for all assessment tools.

PLUS – Assessment tool (Optional)

Fee varies according to tool of choice selected by participant ranging from \$100 through to \$480.

Standard Rate **\$1,995**

Payment 2 weeks prior to program commencement

ACEL member Discount Rate (phases 1-3 only) **\$1,800**

Note: Participants will also cover their own costs for telephone connections associated with Phase 2 coaching practice and mentoring discussions.

Phase 4 (Optional)

- > 6 one-on-one coaching sessions
- > Plus much more (see page 7 for details)

These fees also include marking of coaching assignments and feedback. The total number of sessions can be reduced by negotiation if you have already been coached by a *gci* provider in the past.

Standard Rate **\$1,900**

Note: Participants will also cover their own costs for telephone connections associated with Phase 2 coaching practice and mentoring discussions.

Total Fees for Phases 1 – 4

Standard Rate **\$3,895**

Note: A non-refundable \$500 (ex gst) deposit is required upon registration in order to secure a place in the program. This amount will be deducted from your final registration payment.

Coaching Accreditation Program – Continued

What are the Program Fees on a per person rate?

New Zealand

Phases 1, 2 and 3

Includes all training and contact hours plus all meals at the 4 workshop days as well as *gci* coaching manual and workbook, coaching folder and inserts and Leadership Coaching Guide.

PLUS – Assessment tool (Optional)

Fee varies according to tool of choice selected by participant ranging from \$100 through to \$480.

Standard Rate **NZ\$2,195**

Payment 2 weeks prior to program commencement

ACEL member Discount Rate (phases 1-3 only) **NZ\$1,980**

Note: *Participants will also cover their own costs for telephone connections associated with Phase 2 coaching practice and mentoring discussions.*

Phase 4 (Optional)

- > 6 one-on-one coaching sessions
- > Plus much more (see page 7 for details)

These fees also include marking of coaching assignments and feedback. The total number of sessions can be reduced by negotiation if you have already been coached by a *gci* provider in the past.

Standard Rate **NZ\$2,090**

Note: *Participants will also cover their own costs for telephone connections associated with Phase 2 coaching practice and mentoring discussions.*

Total Fees for Phases 1 – 4

Standard Rate **NZ\$4,285**

Note: A non-refundable \$550 deposit is required upon registration in order to secure a place in the program. This amount will be deducted from your final registration payment.

Coaching Accreditation Program – Continued

What have other clients said about the gci Coaching Accreditation Program?

“The program is outstanding. It outlines a user friendly process that can be applied both personally and professionally. I can see already many areas of application. Generally our PD is compliance based. This is one of the few learning opportunities that actually develop our leadership capacity. Really enjoyed the opportunity.”

– Jim Bell, Principal, WA Department of Education and Training

“Focus. Clarity. Great modelling. Personable delivery. Good group size. Great lunch!”

– Mandy Fisher, Principal, Manly Village Public School

“The gci accreditation program has been of significant professional and personal benefit to me. For instance, the one to one coaching provided clarity, direction and enthusiasm to achieve the desired results. It provided a great source of confidence and self belief in making the possible happen.”

– Carey McIver, Regional Director, Catholic Education Tasmania

“This is the most relevant and thought provoking professional learning I’ve attended. It not only stimulated my thinking but gave me practical strategies to use.”

– Jan Applin, Principal, WA Department of Education and Training

“Extremely well organised, especially taking into account prior learning. I appreciate the use of the manual as a support mechanism rather than following it during the days. I also appreciate your mindfulness and altering program to accommodate group directions.”

– Marianne Matthews, Principal, Mt Annan High School

“Very clear and specific. Thanks for the program. It was a treat – very worthwhile taking time away from work. Both presenters highly effective, skilled and helpful. Enjoyed the course very much.”

– Carola Ierace, Principal, Terrey Hills Public School

If I’m interested in doing the program, what do I do next?

If you are interested in doing the program:

- > Participants are required to make formal application to attend the program by completing the 2 page registration form at the end of the prospectus. These should be submitted with the deposit of AU \$500 (ex gst) We will then provide you with details on workshop times and location.
- > **Contact us** to talk about the program in more detail if you prefer.

Coaching Accreditation Program – Continued

Then...

- > **Undertake recommended readings** prior to the program which will be outlined after you have secured your place in the program
- > **Start thinking about a suitable colleague, direct report or other person** that you might be able to coach during the program for practice purposes.

Preferred Program & Location Dates 2012

Location	Phase 1	Phase 3
Perth	24-25 January 2012 TBA TBA	29-30 March 2012 TBA TBA
Melbourne	22-23 March 2012	28-29 June 2012
Sydney	8-9 March 2012 26-27 July 2012	14-15 June 2012 18-19 October 2012
Launceston	TBA	TBA
Auckland	3-4 April 2012	25-26 June 2012
Brisbane	15-16 March 2012 7-8 August 2012	18-19 June 2012 22-23 October 2012

'In House' Programs

This program can also be delivered internally for organisations who wish to specify their preferred dates.

Significant discounts will apply for this method of delivery.

Contact details

National Office

Telephone (+6 1 2) 9411 2755
Facsimile (+6 1 2) 9411 2766
Email info@growthcoaching.com.au
Address PO Box 19 Roseville NSW 2069 Australia
Website www.growthcoaching.com.au

WA Office

Telephone (+6 1 8) 9341 1002
Facsimile (+6 1 8) 9341 1009
Email gosullivan@growthcoaching.com.au
Address PO Box 490 Floreat WA 6014 Australia
Website www.growthcoaching.com.au

You can now register online by visiting our website

<http://www.growthcoaching.com.au/current-programs>

Coaching Accreditation Program

Registration Form – Personal Details



Please complete this registration form and return with your deposit, which is non refundable, to *growth coaching international*

Program Location/Date

Location:

Date:

Personal details

Title	First name	Surname
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Work Address

Post Code

Telephone (wk)

Telephone (hm)

Mobile

Facsimile

Email

Current Occupation

Employer Organisation

Qualifications

ACEL Membership Number (required for discounted rate):

The minimum entry requirements into this program are:

- *Aspiring Leaders*
- *Previous managerial or leadership experience with small or large teams or project*
- *Presently in a role in an educational organisation (including school, university, TAFE, related Head Office roles or other private or government educational institution) or Not for profit organisation.*

Please outline briefly your professional background and experiences that would contribute to your coaching development:

Please outline your purposes for undertaking this program:

Australia

Please indicate the program and phases you wish to undertake and your preferred method of payment. All programs conducted in Australia attract the 10% GST.

Payment options

Phases 1, 2 and 3

- Standard Rate (*payment due 2 weeks prior to course commencement*) \$1,995 + gst = \$2,194
- ACEL members (*payment due 2 weeks prior to course commencement*) \$1,800 + gst = \$1,980

Phase 4 (optional)

- Standard Rate (*payment due on commencement of coaching*) \$1,900 + gst = \$2,090

Full Program Phases 1 – 4

- Standard Rate (*payment due 2 weeks prior to course commencement*) \$3,895 + gst = \$4,284

Please note:

All telephone costs in Phase 2 and Phase 4 associated with telephone coaching sessions and mentor discussions will be additional to the stated fees and paid directly by participants.

Payment by installments is available by negotiation.

Further significant discounts are available for organisations who wish to run this program in house.

A non-refundable \$500 (+ \$50 gst) deposit is required upon registration. Balance of program fee to be paid as per times above.

Payment details

- Direct Deposit** National Australia Bank BSB: 082-146 A/C: 57 166 4214 *growth coaching international*

- Cheque** made payable to GROWTH COACHING INTERNATIONAL

<input type="checkbox"/> Visa	<input type="checkbox"/> Mastercard	<input type="checkbox"/> Amex	Amount \$
Card number			Expiry
Name on card	Cardholder's signature		

Privacy statement: The information you supply on this form is needed by growth coaching international to manage your enrolment. gci will also use the information to notify you of future programs and offerings. If you do not wish to receive such information please tick this box No personal information will be disclosed outside growth coaching international without your express consent, except where required by law.



Please return form to:

growth coaching international
ABN 23 550 970 919
Telephone: (+61 2) 9411 2755
Facsimile (+6 1 2) 9411 2766
Email: info@growthcoaching.com.au
Address: P O Box 19
Roseville NSW 2069 Australia
Website: www.growthcoaching.com.au

WA Programs - please return your form to:

growth coaching international
ABN 23 550 970 919
Telephone: (+6 1 8) 9341 1002
Facsimile (+6 1 8) 9341 1009
Email: gosullivan@growthcoaching.com.au
Address: P O Box 490
Floreat WA 6014 Australia
Website: www.growthcoaching.com.au

New Zealand

Please indicate the program and phases you wish to undertake and your preferred method of payment. All programs conducted in Australia attract the 10% GST.

Payment options

Phases 1, 2 and 3

- | | | |
|--------------------------|--|-----------|
| <input type="checkbox"/> | Standard Rate (payment due 2 weeks prior to course commencement) | NZ\$2,195 |
| <input type="checkbox"/> | ACEL members (payment due 2 weeks prior to course commencement) | NZ\$1,980 |

Phase 4 (optional)

- | | | |
|--------------------------|---|-----------|
| <input type="checkbox"/> | Standard Rate (payment due on commencement of coaching) | NZ\$2,090 |
|--------------------------|---|-----------|

Full Program Phases 1 – 4

- | | | |
|--------------------------|--|-----------|
| <input type="checkbox"/> | Standard Rate (payment due 2 weeks prior to course commencement) | NZ\$4,285 |
|--------------------------|--|-----------|

Please note:

All telephone costs in Phase 2 and Phase 4 associated with telephone coaching sessions and mentor discussions will be additional to the stated fees and paid directly by participants.

Payment by installments is available by negotiation.

Further significant discounts are available for organisations who wish to run this program in house.

A non-refundable \$550 deposit is required upon registration. Balance of program fee to be paid as per times above.

Payment details

- | | |
|--------------------------|---|
| <input type="checkbox"/> | Direct Deposit National Australia Bank BSB: 082-146 A/C: 57 166 4214 growth coaching international |
|--------------------------|---|

- | | |
|--------------------------|---|
| <input type="checkbox"/> | Cheque made payable to GROWTH COACHING INTERNATIONAL |
|--------------------------|---|

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Amount \$
Visa	Mastercard	Amex	
Card number			Expiry
Name on card	Cardholder's signature		

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 Roseville NSW 2069 Australia
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