

The Sherpa Executive Coaching Certification

Course Description: This course will examine and elaborate upon the Sherpa process for executive coaching. The class involves 60 hours of online class time, spread over two months. Also, students will work for 90 days with a practicum coaching client and work with a Certified Practicum Instructor (CPI) as the process unfolds.

Course Content:

The fundamentals of coaching are covered in-depth, including

- Definitions: What executive coaching is and needs to become.
- Communications styles for coach and client.
- What does it take to be a good coach?
- Who needs a coach?
- Why does coaching need a process?
- The Sherpa Stance: keeping coaching professional.
- What questions do I ask while I am coaching? Framing the question.
- How can I tell if my client is 'getting it'? How can I tell when my client is finished?

The Sherpa process involves six phases, with comprehensive exercises, assessments, and activities associated with each phase. The student will learn how to work as a professional coach using this process and understand why the process enables successful executive coaching. Based on the 340-page text, the authors will provide insights into the application of the Sherpa coaching process.

The course will be peppered with examples from the experience of the author / instructors, adding depth to the content of the book. Demonstration assignments will guarantee that students acquire the assured ability to coach in any business environment, with clients at any management level. The student workbooks offer an additional 230 pages designed to support this learning experience. Lastly, throughout the course, students will be completing online quizzes and assignments between live sessions (i.e., homework).



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Sherpa Executive Coaching Certification Program

*Live Virtual Sessions on Tuesdays and Thursdays: U.S. Eastern Time.

Throughout the course, students will be completing online quizzes and assignments between live sessions (i.e., homework).

Tuesday, March 16, 10:00 a.m. - 1:00 p.m.

Introduction to Sherpa Coaching

Definition of Coaching
Principles of Coaching
Introduction to the Sherpa Coaching Process
Lessons from the Sherpa

Tuesday, March 16, 2:00 p.m. - 5:00 p.m.

The Case for Coaching

Coaching issues

What Makes a Good Coach?

The traits of a successful coach

Thursday, March 18, Noon - 4:00 p.m.

DiSC®

DiSC® results (the assessment will be taken online prior to class)

Phase One: Taking Stock

- ✓ Ground Rules
- ✓ Personal Inventory

Tuesday, March 23, Noon - 4:00 p.m.

Phase One: Taking Stock continued

- ✓ Discovery Shield
- ✓ Agreement

Thursday, March 25, 10:00 a.m. - 1:00 p.m.

Phase Two: Global View

- ✓ Support Mountain
- ✓ Perception
- ✓ Values

Thursday, March 25, 2:00 p.m. - 5:00 p.m.

Phase Two: Global View (Continued)

- ✓ Change Management - PQM
- ✓ Who am I?

Tuesday, March 30, Noon - 4:00 p.m.

Phase Three: Destination

- ✓ Weakness Mountain

Thursday, April 1, Noon - 4:00 p.m.

Phase Three: Destination (Continued)

- ✓ Expectation Mountain
- ✓ Logistics

Tuesday, April 13, 10:00 a.m. - 1:00 p.m.

Managing a Coaching Assignment

- ✓ Instructors' Q & A
- ✓ Process cross-reference: Book, Journal, Timelines
- ✓ Step-by-Step - Sherpa coaching logistics
- ✓ Decision Making Tools and Path Selection
- ✓ Preparation for of Practicum Clients

Tuesday, April 13, 2:00 p.m. - 5:00 p.m.

Overview: Taking Stock, Global View, Destination
Questions and Concerns
Open discussion of Practicum
Introduction to Charting the Course

Thursday, April 15, Noon - 4:00 p.m.

Phase Four:

Charting the Course:

Relational Route – Case studies

Tuesday, April 20, Noon - 4:00 p.m.

Phase Four:

Charting the Course:

Relational Route – Case studies

Thursday, April 22, Noon - 4:00 p.m.

Phase Four:

Charting the Course:

Organizational Route – Case studies

Tuesday, April 27, 10:00 a.m. - 1:00 p.m.

Phase Four:

Charting the Course:

Organizational Route - Case Studies

Tuesday, April 27, 2:00 p.m. - 5:00 p.m.

Phase Four:

Goal Setting

- ✓ Defining Needs
- ✓ Identifying Barriers
- ✓ Q.U.E.S.T.I.O.N.
- ✓ The Sherpa's Personal Toolkit

Thursday, April 29, Noon - 4:00 p.m.

Phase Five: Agenda

- ✓ Commitment
- ✓ Accountability – Attitude
- ✓ The Accountability House
- ✓ Browsing the Journal
- ✓ Long Term Outlook

Tuesday, May 4, Noon - 4:00 p.m.

Phase Six: The Summit

- ✓ Support
- ✓ Follow up

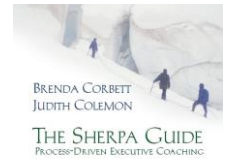
The Process Makes the Difference

Summary, conclusions and wrap up
Continuing support

Tuesday, May 6, Noon - 4:00 p.m.

Back up day, if needed.

Dates and times are subject to change.



Sherpa Executive Coaching Certification Assignments

To Be Completed Before the Virtual Format Begins on March 16

Textbooks: Read *The Sherpa Guide: Process-Driven Executive Coaching* and *Impact on Business* in their entirety. The University of Georgia will mail the textbooks to you at least two weeks before Day 1 of the virtual session.

Online Course Platform*: You will receive several invitations from Sherpa University. One invitation to create an account and one to accept the course for the ECC (Executive Coaching Certification) online. Please review the online course platform in its entirety. This platform prepares you for your Practicum Client and your online programs; you will have several online assignments to fulfill within the online platform. You will also be required to file a research report about coaching.

DiSC: This work style assessment must be completed online before Day 1. You will receive a link to complete the DiSC assessment by email.

1-on-1 meeting with a Sherpa Online Administrator: A Sherpa online administrator will be arranging a phone/video conference call to be completed before Day 1.

To be Completed March 16-May 6, 2020:

Throughout the course, students will be completing online quizzes and assignments between live sessions (i.e., homework).

To Be Completed After The Virtual Format Concludes on May 6:

Reading: Re-read Chapters 7-12, "*The Sherpa Guide: Process-Driven Executive Coaching.*" Read '*Why it Matters.*'

Phone/video conference appointments: You will discuss your practicum experience with a Certified Practicum Instructor (CPI) in a weekly phone/video conference appointment. You must be available at your designated day and time for practicum support. You must file weekly client summaries online. If your CPI has no response from you for over three weeks, Sherpa will consider you inactive and notify the University of Georgia of this status. No matter what the circumstances, please keep in touch with your CPI.

Evaluation and certification grades are based on attendance for at least 90% of class (virtual) hours, and:

Participation and contribution*	40%.
Quizzes, Tests, and Homework	60%.

***Includes the 12-week practicum client assignment.*

Details are subject to change!