ThrivingTogether
an Integrative Life-Coach Training Program, advancing personal well-being and its expression in the world

Mission:
To bring whole-life-coaching into ministerial and religious contexts to catalyze the complete human flourishing of all who seek it.

Vision:
To create mutually life-giving relationships that lead to the thriving of professional ministers and the environments in which they serve.

Coaching Philosophy:
Together, we respond to God, our wise guides, our best selves in every moment to see ourselves and our lives more clearly, thereby walking into that self that we dream of being and that life that we dream of living.

- We honor the inherent dignity, particularity and wholeness of each human person and their ability to thrive.
- We believe that each of us can call forth growth, integration and expanded freedom for ourselves and each other.
- We live by the Golden Rule and love ourselves as we love our neighbors.
- We commit ourselves to authenticity and liberating justice on behalf of our own transformation and the transformation of the world.

Description of Program:
This 60-hour “whole-person” Life-Coach training and formation program is designed for ministry professionals and for those who work in contexts in which religious or spiritual issues are likely to surface.
Offered in English through *The Catholic Theological Union* (CTU), Chicago, and based on the *International Coaching Federation*'s (ICF) core competencies, this program provides 1) a certificate of completion from CTU and 2) the possibility of applying the 60-hours of instruction to professional credentialing once ICF has accredited the program. While we cannot guarantee *ThrivingTogether*'s accreditation, we are confident that this rigorous program will meet ICF requirements, thereby allowing students to move forward with their certification, should they wish to do so.

Meeting via Zoom on Tuesdays from 6:00-9:15 p.m., CST, *ThrivingTogether* will run 16 consecutive weeks, from February 8th-May 24th, 2022, in addition to a 3-hour Orientation Session on February 1st, and optional workshops around the ICF Core Competencies during June. The 48-hours of synchronous instruction will include lectures, discussion, demonstration, practice coaching, observation, feedback, and mentoring. The remaining 12-hours of course work will involve various instructor-assessed asynchronous assignments ranging from reading to supervised practice coaching.

**Pre-Requisites:**

- Professional background in ministry for at least three years
- Bachelor's degree as a minimum; graduate work or certification in ministry preferred
- Application process including the completion of an online application and a conversational interview of up to 30 minutes with one of the faculty members from *ThrivingTogether*.

**Learning Goals:**

- To cultivate self-awareness through sacred story, life balance assessment, contemplative practice, and self-care.
- To build a coaching community while exploring what it means to have a “coaching mindset,” and the relevance of Life Coaching to ministry.
- To distinguish the ways coaching differs from other forms of inner guidance.
- To understand the role of ethics, as defined by ICF, in every aspect of Life Coaching, from establishing the coaching agreement to the coach/client relationship.
- To develop the skills needed to lead clients beyond their current thinking and limiting situations into new possibilities.
- To deepen listening skills by exploring cultural differences, metaphorical language, archetypes, tone of voice, and body language.
- To examine stages of faith and their expression.
- To explore developing emotional intelligence in religious leaders.
- To learn the actual “dance” of a coaching session -- its choreography from beginning to end.
- To practice **how** to coach, and also how to assess the strengths and weaknesses of observed coaching sessions.
Faculty:

**Dr. Angela L. Swain** is a business psychologist, executive coach, researcher, author, and speaker. As an expert in organizational behavior, she believes in creating positive workplace cultures through leadership development, professionally and personally. Dr. Swain served as a researcher and moderator for The Emotional Intelligence Leadership Institute in Chicago where she conducted training programs for managers to discuss team membership, meaning, and empowerment. Currently, she is the Director of the Office of Human Dignity and Solidarity with the Archdiocese of Chicago, and consultant, coach, and theological reflection facilitator for Catholic Theological Union, a seminary for both lay and religious leaders.


Dr. Swain is an accomplished retreat leader and speaker for both pastoral and business leaders. She has recently lead *Justice Surging Like Waters*, a retreat for leaders committed to creating an anti-racist world, *Fostering the Habits of Well-Being in the Workplace* for Thriving Today participants, *Mentoring Leadership: Supervision of Students, Shaping Leaders* for CTU’s field education site supervisors, and *Emotional Intelligence for Small Business Owners* for the City of Chicago’s Small Business Expo. She is a recurring guest lecturer at Loyola University Chicago and North Park University.

Dr. Swain is a graduate of The Chicago School of Professional Psychology (Ph.D.), St. Xavier University (M.B.A.), The University of Chicago School of Social Service Administration (M.S.W.), and Catholic Theological Union (M.Div.). She earned her coaching certification from the Institute for Professional Excellence in Coaching (iPEC) and holds a Professional Certified Coach (PCC) from the International Coaching Federation. She is currently pursuing her MCC and BCC to become both a Master Certified Coach and Board Certified Coach.

**Dr. Elizabeth-Anne Stewart** is a board-certified life coach, author, and spiritual director with over thirty years’ experience offering inner guidance, retreats, and seminars. Whether working with groups or individuals, her goal is to assist spiritual seekers tap into the extraordinary capacities within.

Based in Chicago, she teaches writing at St. Xavier University and Roosevelt University; the author of 12 books and many articles, she is also on faculty at ILCT (*The Institute for Life Coach Training*) where she teaches spiritual coaching and serves as a mentor coach. As part of her commitment to the coaching profession, she volunteers as an official facilitator and Round Table host for WBECs (*World Business & Executive Coach Summit*), a community of over 150,000 coaches from 180 countries.

Dr. Stewart holds a Ph.D. in Theology and a B.A. (Hons.) in English from the University of Malta, Europe, and an M.A. in English from DePaul University. She trained as a spiritual director at the Claret Center, Chicago, holds the PCC from the International Coaching Federation, and is Board-Certified as a Life Coach through the Center for Credentialing & Education (CCE).  [www.elizabeth-annestewart.com](http://www.elizabeth-annestewart.com), [www.ChicagoWritingCoach.com](http://www.ChicagoWritingCoach.com)

Assignments:

- Participate in faculty-monitored Discussion Boards based on assigned texts
- Participate in observed coaching sessions
- Submit a quality-recording and transcript of a 30-minute coaching session

Observed Coaching Sessions:

- **Observed coaching session definition:** Session in which a student is coaching any client, fellow student or another person as a method for practicing their coaching skills.
- **Time requirement:** ICF does not have a minimum length requirement for observed coaching sessions. Sessions should be long enough for a coaching conversation.
- **Structure:** Observed coaching sessions are observed by an instructor/observer who is responsible for providing written feedback to the student, noting the student’s use of the ICF Core Competencies in the coaching session. These sessions may be observed live or through a recorded session. Observed coaching sessions count as part of the total instructional hours of the program.
- **Requirements:** Have five instructor-observed coaching sessions, with written feedback provided for three of them. Submit one recording (MP3, WMA or WAV) of an observed coaching session that meets or exceeds ICF’s standards for the ACC credential.
  
  **Due: June 21st, 2022.**

Evaluation:

*To pass this course, students must:*

- Observe ICF’s *Code of Ethics*.
- Complete 48 hours of synchronous learning and a minimum of 12 hours of instructor-verified asynchronous learning.
- Participate in an online discussion board and other content via D2L that records their experience of the course and their response to the assigned readings.
- Demonstrate a “coaching mindset.”
- Have five instructor-observed coaching sessions, with written feedback provided for three of them.
- Participate in end of course interview and assessment.
- Submit one recording (MP3, WMA or WAV) of an observed coaching session that meets or exceeds ICF’s standards for the ACC credential.

Tentative Reading List:
*(books to be provided by the Lilly Endowment)*


Policies on Tuition and Fees for 2022:

This year, *ThrivingTogether* is funded entirely by the generosity of the Lilly Endowment.

Policies on Withdrawals and Refunds for 2022:

While there are no fees involved in participating in *ThrivingTogether*, we do request that students commit to the entire 16-week experience. Everyone’s presence is important to the group; while we understand that “life happens” and that situations may arise that are beyond one’s control, students should be aware that their withdrawal from the course will have an impact on class dynamics.

Tentative Syllabus

**Instructional Hours:** 54 hours
Asynchronous Learning: Reading, D2L posts, independent review of Core Competencies and Code of Ethics, Peer Coaching outside Class: approx. 32-48 hours (2-3 hours per week)

MODULE ONE: FOUNDATIONS: COACHING FROM THE INSIDE OUT

Our first coach training module leads us inward, allowing us to reflect on our sacred stories, emotions, self-awareness, life balance, contemplative practice, and self-care. We will also get to know one another, building our coaching community while exploring what it means to have a “coaching mindset,” the relevance of coaching to ministry, and the ways coaching differs from other forms of inner guidance. In this module, the primary Core Competencies to be addressed will be A1 and A2: 1) Demonstrates Ethical Practice and 2) Embodies a Coaching Mindset

ORIENTATION: FEBRUARY 1:

6:00- 7:15 p.m. Introductions. Overview of the program.


Building the CTU Coaching Community (ICF CC1.2) (ICF CC2.2)

Guidelines for Respectful Communication. (ICF CC1.3) (ICF CC1.5) (ICF CC2.4)

BREAK: 7:15-7:30 p.m.

7:30-8:30 p.m. Q & A

WEEK ONE: FEBRUARY 8

6:00-7:15 p.m. Sharing of Participants’ Sacred Stories (ICF CC2.3) (ICF CC2.5) (ICF CC2.6) What brought us to this moment? The call to coach!

BREAK: 7:15-7:30 p.m.

7:30-8:30 p.m. Sharing of Sacred Stories continued.

8:30-9:15 p.m. Coaching v. Therapy, Mentoring, Consulting, Spiritual Direction, Teaching, Advising, etc. (ICF CC1.6) (ICF CC1.7) (ICF CC2.7) (ICF CC2.8)

ASSIGNMENT:
Read *Therapist as Life Coach*, Chpts. 1-6, before **Week 3**. Please respond to the Discussion Board Question on D2L before **Week 3** and comment on at least one of your classmates’ posts.

Read *The Miracle of Mindfulness* before **Week 2**. Please respond to the Discussion Board Question on D2L before **Week 2** and comment on at least one of your classmates’ posts.

**WEEK TWO: FEBRUARY 15**

6:00- 6:30 p.m. Discussion of *The Miracle of Mindfulness*.

6:30-7:15 p.m. Cultivating Self-Awareness; Embodies a Coaching Mind-Set; the Gift of Curiosity!

   (ICF CC2.4) (ICF CC2.5)

Cultivating Authenticity (ICF CC4.6) (ICF CC2.5)

BREAK: 7:15-7:30 p.m.

7:30-8:30 p.m. The Power of Silence (ICF CC5.6)

The Practice of Presence and Deep Listening (ICF CC5.1)

Contemplative practice (ICF CC2.3)

8:30-9:15 p.m. Coaching in Ministry - Ministerial and Personal Identity (ICF CC1.2)

   (ICF CC2.3) (ICF CC2.4)

**ASSIGNMENT:**

Begin watching the videos on this play list in preparation for our second module:

https://www.youtube.com/playlist?list=PLMBtOVpaN5DhGnQMkwdA6Mebib094zEgW

**WEEK THREE: FEBRUARY 22**

6:00- 6:30 p.m. Discussion of *The Therapist as Life Coach* and *Coaching in Ministry*. 
6:30-7:15 p.m. Wheel of Life Self-Assessment (ICF CC2.5) (ICF CC2.3); discussion of Wheel of Life for Ministry. Tending to the Coach: Self-Care, Self-Compassion. (ICF CC2.7)

BREAK: 7:15-7:30 p.m.

7:30-8:30 p.m. Introduction to Emotional Intelligence- Emotional Flexibility (ICF CC5.1) (ICF CC5.3) (ICF CC5.4) (ICF CC4.4)

8:30-9:15 p.m. Developing a Coaching Mindset: curiosity, flexibility, reflective, client-centered (ICF CC2.3) (ICF CC2.5) (ICF CC7.7)

ASSIGNMENT:

· Read Judith Glaser’s Conversational Intelligence, Chpts. 1-5. Please respond to the Discussion Board Question on D2L before Week 4 and comment on at least one of your classmates’ posts.

MODULE TWO: ETHICAL CONSIDERATIONS: ATTENDING TO THE OUTER WORLD

In this coach training module, we will examine the role of ethics in every aspect of coaching from establishing the coaching agreement to the coach/client relationship. Drawing on ICF’s Code of Ethics, we will discuss issues of power, confidentiality, coach-client “fit,” respect, cultural differences, financial considerations, referrals and more. In this module, the primary Core Competencies to be addressed will be A1: Demonstrates Ethical Practice and B3) Establishes and Maintains Agreements. We will also study the ICF website to see what ICF expects of its members (https://coachingfederation.org/about/our-values; https://coachingfederation.org/ethics

WEEK FOUR: MARCH 1

6:00- 6:30 p.m. Discussion of Conversational Intelligence.

6:30-7:15 p.m. Overview: “Ethics are guided moral principles underlying how coaches behave congruent with ICF’s core values of integrity, excellence, collaboration and respect.” The Ethical Coach: Responsibility to clients, to practice and performance, to professionalism, to society (Code of Ethics and Core Values)

(ICF CC1.4): Applying the ICF Code of Ethics to one’s own behaviors as coach; understanding and following of all ICF Ethical Guidelines
BREAK: 7:15-7:30 p.m.

7:30-8:30 p.m. Integrity, relationship with money, justice issues (ICF CC1.1)

Issues of Confidentiality (ICF CC1.5) (Code1.3) (Code1.7)

Conflicts of Interest (Code1.6) (Code1.7) (Code2.18)

Healthy Boundaries (ICF CC3.2)

Referrals (ICF CC1.7) (Code1.8)

8:30-9:15 p.m. Responsibility to the Client, to the Coaching Profession, to Society (Code) (ICF CC1.1)

ASSIGNMENT:

Study the ICF Code of Ethics. Watch these videos to reinforce your learning:
https://www.youtube.com/playlist?list=PLMBtOVpaN5DhGnQMkwdA6Mebib094zEgW

Read Conversational Intelligence, Chpts. 6-9. Please respond to the Discussion Board Question on D2L before Week 5 and comment on at least one of your classmates’ posts.

Read Emotional Intelligence for Religious Leaders.

WEEK FIVE: MARCH 8

6:00- 6:30 p.m. Discussion of Conversational Intelligence and Emotional Intelligence for Religious Leaders.

6:30-7:15 p.m. Discussion of YouTube videos on the Code of Ethics. The Coach’s Role (ICF CC2.1)

Respect and Genuine Concern for the Client (ICF CC4.2)

The Coach’s Cultural Context - power analysis, biases and assumptions (Code1.11)

Sensitivity to clients’ identity, environment, experiences, values, and beliefs (ICF CC1.2) (ICF CC4.1)

BREAK: 7:15-7:30 p.m.

7:30-8:30 p.m. Relationship (dynamic) Between Coach and Client (ICF CC2.1) - mutual maintenance of integrity - (obligation to report) termination of relationship - client fit (ICF CC1.7) (Code1.1) (Code1.9)
**8:30-9:15 p.m.** Coachability of a Client - seven levels of coachability - varying levels of cooperation (power and bias)

**ASSIGNMENT:**

- Take *ThrivingTogether’s Code of Ethics Quiz*.

**WEEK SIX: MARCH 15**

6:00-6:30 p.m. Review of *ThrivingTogether’s Code of Ethics Quiz* results.

7:00-7:15 p.m. The Coaching Agreement/ Welcome Package. Establishing and Maintaining Agreements *(ICF CC3.1) (ICF CC3.2)*

*(ICF 3.3)* financial concerns - stewardship, pro bono considerations

Accountability: negotiating expectations, designed alliance, coach’s accountability *(ICF CC1) (Code)*

**BREAK: 7:15-7:30 p.m.**

7:30-8:30 p.m. Introduction to “Coaching Conversations” and Peer Coaching involving coach/coachee/observer. Experimentation with Triads. *(ICF CC2.2)*

8:30-9:15 p.m. Review of the Ethical Code

**MODULE THREE: TRANSFORMATIONAL COACHING**

*This coach training module focuses on the skills a coach needs to lead clients beyond their current thinking and limiting situations into new possibilities. We will revisit listening skills at a deeper level to include cultural differences, metaphorical language, archetypes, tone of voice and body language. We will also examine stages of faith and their expression, personality typing, and ways of developing emotional intelligence in religious leaders. In this module, the primary Core Competencies to be addressed will be A2, Embodies a Coaching Mindset; B4, Cultivates Trust and Safety; B5, Maintains Presence; C6, Listens Actively; C7, Evokes Awareness.*

**WEEK SEVEN: MARCH 22**

6:00-6:30 p.m. Heightening Intuition *(ICF CC2.5)*

Developing Empathy and Concern *(ICF CC4.4) (ICF CC5.1)*

6:30-7:15 p.m. Faculty Coaching Demo. Topic: Presence and Empathy

**BREAK: 7:15-7:30 p.m.**

7:30-8:30 p.m. Faculty Observed Peer Coaching Sessions. Topic: Presence and Empathy
8:30-9:15 p.m. Appropriate Sharing on the part of the Coach (ICF CC7.11); Emotional Intelligence for Religious Leaders (ICF CC2.6) (ICF CC5.3) (ICF CC7.7)

ASSIGNMENT: Review the Core Competencies and identify those that need clarification. Begin watching ICF YouTube videos on the Core Competencies: https://www.youtube.com/playlist?list=PLMBtOVpaN5DjRt-VAJla0Xe0MLuA-LZNk

WEEK EIGHT: MARCH 29

6:00-6:30 p.m. Discussion of Core Competencies: Maintains Presence and Listens Actively.

6:30-7:15 p.m. Evaluating listening skills (Self-Assessment Listening Quiz) (ICF CC6) Observing Tone of Voice, Body Language and Other Clues About Emotions (ICF CC6.5) Responding to a Client’s Emotions (ICF CC6.4) (ICF CC6.6)

BREAK: 7:15-7:30 p.m.

7:30-8:00 p.m. Mirroring, Evaluating, Discovering, Affirming, Encouraging, Challenging, Focusing; Allowing Space for Silence or Reflection (ICF CC5.6) (ICF CC6.2) (ICF CC6.5) Listening to What is Not Being Said (ICF CC6.3) (ICF CC5.5)

8:00-8:45 p.m. Faculty Observed Peer Coaching Sessions. Topic: Listening

8:45-9:15 p.m. Addressing New Behaviors, Actions and Fear of Failure (ICF CC6.5)

ASSIGNMENT:

· Read Mind-Shifting Imagery before Week 9.

WEEK NINE: APRIL 5

6:00-6:30 p.m. Discussion of Mind-Shifting Imagery.

6:30-7:15 p.m. Attending to Metaphors and Symbolic Language (ICF CC6.5) (ICF CC7); Encouraging Self-Expression (ICF CC7.5)
Faculty Coaching Demo. Topic: Archetypes

BREAK: 7:15-7:30 p.m.

7:30-8:30 p.m. Names and Images for the Divine (ICF CC6.5)
Using Archetypes in Coaching; Balancing Archetypes (ICF CC7)

8:30-9:15 p.m. Faculty Observed Peer Coaching Sessions. Topic: Symbolic Language

ASSIGNMENT:

- Read *A New Psychology of Human Well-Being*, Introduction, Chpts 1-7, before Week 10.

WEEK TEN: APRIL 12

6:00-6:30 p.m. Discussion of *A New Psychology of Human Well-Being*.

6:30-7:15 p.m. Coaching the Whole Person: Body, Mind, Spirit (ICF CC4.1) (ICF CC4.2) (ICF CC4.3) (ICF CC4.4) (ICF CC4.5)

BREAK: 7:15-7:30 p.m.

7:30-8:30 p.m. Encountering Different Personality Types (ICF CC6.1); “Stages of Faith” (assessing a client’s psycho-spiritual-emotional development) (ICF CC6.1)

8:30-9:15 p.m. Faculty Observed Peer Coaching Sessions. Topic: Personality Development

WEEK ELEVEN: APRIL 19

6:00-7:15 p.m. Considering the Client’s Cultural Context; issues of race, gender, sexual identity, nationality, religious expression, etc. (ICF CC4.1) (ICF CC4.2) (ICF CC4.5) (ICF CC6.1) (ICF CC6.2)

BREAK: 7:15-7:30 p.m.

7:30-8:15 p.m. More on Cultural Context; case studies.

8:30-9:15 p.m. Faculty Observed Peer Coaching Sessions. Topic: Identity Issues...
WEEK TWELVE: APRIL 26

6:00- 7:15 p.m. Evoking Awareness. Designing Powerful Questions (ICF CC7.1) (ICF CC7.2) (ICF CC7.3) (ICF CC7.4) (ICF CC7.5) (ICF CC7.8) ICF CC7.10

BREAK: 7:15-7:30 p.m.

7:30-8:15 p.m. Facilitating Epiphany Moments or “Ah Ha” Moments (ICF CC8.1) (ICF CC7.2)

ASSIGNMENT: Design 3 “powerful questions” that you could possibly use with a client in ministerial coaching.

MODULE FOUR: THE COACHING “DANCE”: Designing the “Flow” of a Coaching Session/ Praxis

In our final coach training module, we will focus on the actual “dance” of a coaching session -- its choreography from beginning to end. Much of our time together will include faculty coaching demonstrations and student praxis. You will not only learn how to coach but also how to self-assess your strengths and weaknesses as a coach and to provide honest feedback to your peers regarding their coaching. In this module, we will be addressing all the Core Competencies but will emphasize D.8 – Facilitates Client Growth.

WEEK THIRTEEN: MAY 3

6:00- 7:15 p.m. Reviewing ICF’s Core Competencies (ICF CC1) (ICF CC2) (ICF CC3) (ICF CC4) (ICF CC5) (ICF CC6) (ICF CC7) (ICF CC8)

BREAK: 7:15-7:30 p.m.

7:30-9:15 p.m. Overall Design of a Coaching Session (ICF CC2) (ICF CC3) (ICF CC4) (ICF CC5) (ICF CC6) (ICF CC7) (ICF CC8)

Review of Observation skills and Listening Skills for Peer Mentoring, Triads (ICF CC6)

ASSIGNMENT: Read Therapist as Life Coach, chpts. 7-13

WEEK FOURTEEN: MAY 10
6:00- 7:15 p.m. Co-Creating the Coaching Relationship (ICF CC3)

Partnering with the Client to Identify the Coaching Agenda, Desired Outcomes and Measures of Success (ICF CC3.2) (ICF CC3.3) (ICF CC3.4) (ICF CC3.7) (ICF CC3.8)

BREAK: 7:15-7:30 p.m.

7:30-8:00 p.m. Cultivating Trust and Safety (ICF CC4.2)

Affirming, Encouraging and Supporting the Client (ICF CC4.4)

8:00-9:15 p.m. Observed Coaching Sessions with instructor feedback.

ASSIGNMENT: Read Kitchen Table Talks with Dad: 5 Simple Tools to Become a Transformative Leader.

WEEK FIFTEEN: MAY 17

6:00-6:30 p.m. Discuss Kitchen Table Talks with Dad: 5 Simple Tools to Become a Transformative Leader.

6:30-7:15 p.m. Managing Time and Focus (ICF CC3.9)

BREAK: 7:15-7:30 p.m.

Inviting the Client to Design Goals, Actions and Methods of Accountability (ICF CC7.9) (ICF CC8.5)

Transforming Learning and Insight into Action (ICF CC8.1) (ICF CC8.4) (ICF CC8.5)

Closing the Session & Honoring the Experience (ICF CC8.6) (ICF CC8.7) (ICF CC8.8)

BREAK

7:30-9:15 p.m. Observed Student Coaching Demonstrations, with instructor feedback.

WEEK SIXTEEN: MAY 24

Student Coaching Demonstrations & Critique

ASSIGNMENT: Submit one recording (MP3, WMA or WAV) of an observed coaching session that meets or exceeds ICF’s standards for the ACC credential, along with an accurate transcript. Please do not edit either the recording or the transcript or you will not receive a passing grade.

DUE DATE: JUNE 21, 2022
“NEXT STEPS” MEETING: JUNE 28

6:00 - 7:15 p.m. General meeting: Revisiting the recording/transcript and the asynchronous activity log.

7:30-9:15 p.m. Individual meetings with candidates to make sure they are “on track” with all requirements for the ICF certification process.