

COACHING COMPETENCIES

THE GOLD STANDARD BY ICF



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“The universe rewards competence, not covetousness.”

— Lance Wallnau

What defines our Competencies? What makes a leader a Competent Leader? and above all, How do we define A Good Leader?

These are a few questions to introspect upon. To start with, A leader is defined by competencies he picks up and carries through in his coaching journey. Moving forward, the ICF is dedicated to the advancement of the profession and has established both ethical and professional standards. The International Coach Federation has developed core coaching competencies, which are presented in this book.

The goal of this book is to share the ICF's coaching competencies in order to provide them with a foundation for learning. Competencies form the predecessor of success in a workplace. Keeping this in mind, this book's concepts and explanations are perspectives on the ICF's competencies to bring forward the basis of the coaching profession.

This book begins with an introduction to the world of coaching, where a few statistics have been added to bring to you the real-time picture of coaching. Further in this book, we have defined coaching competencies and elaborated upon the development of these competencies, to provide a clear idea of how these competencies come into existence. Then in the main section, we have provided all the updated competencies of ICF. Our goal was to define each competency and provide examples so that they can be understood and applied more easily.

A Peek into Coaching



Coaching is a solution-focused process wherein a coaching partnership with our client to find solutions to the necessary aspects of life that a client wants to achieve. The client in agreement with the coach chooses the focus of the conversation and the benefits I want to receive from a coach employing coaching competencies in a confidential relationship to help the client move forward.

If we look a little deeper into the prospects of coaching we would find that life coaching is the second-fastest-growing industry in the world. Also, 80% of the clients improve self-confidence, 72% of the clients improve communication skills and 57% of the clients induce work-life balance. These statistics clearly indicate that coaching has now evolved into an everlasting expanding industry. Let us now unravel what exactly is Coaching Competencies.

What are Coaching Competencies?

The first step of coaching is knowing the ethical rules that accompany a coaching partnership, specifically the ICF code of ethics. The coach and his client then create a coaching agreement that spells out each other's positions, relationships, ethics, and procedure.

Coaching competencies are basically a combination of skills knowledge and attitude that an individual needs in order to function as a coach professionally. Like for example, a doctor knows how to heal an ailing patient the same way Watchmen knows how to keep away robbers. In the same way, a coach by profession should know how to uses skills for his clients.

The coach gives the client the opportunity to maximize their lives by raising awareness through self-exploration, promoting preparation and goal setting, and acting as an accountability partner. ICF also uses coaching competencies to assess what constitutes coach-specific training and the coach training programs they accredit.

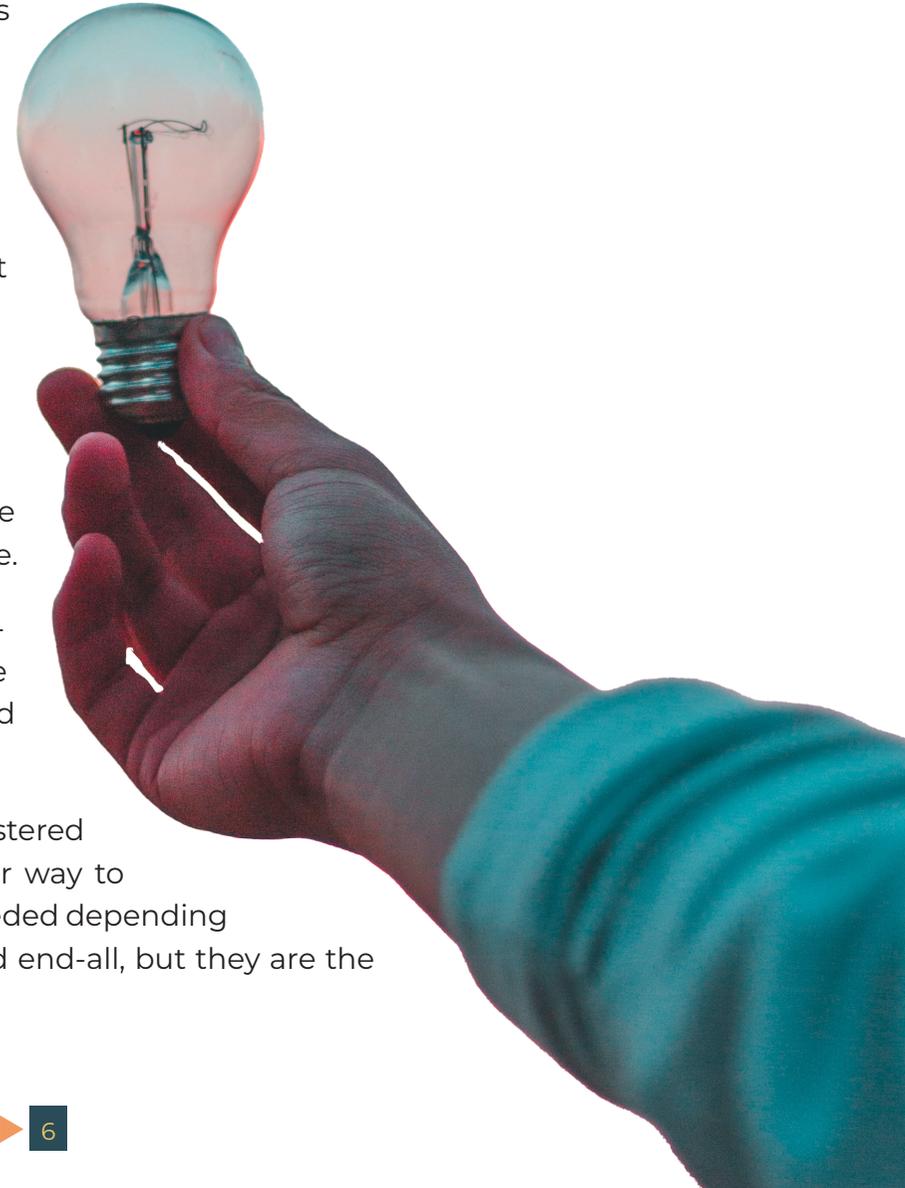
The development of ICF Coaching Competencies

In 1998, 8 coaches, coaching professionals, and directors sat together in the United States and define the fundamental coaching competencies that each coaching professional should demonstrate. Their main aim was to develop a model that would provide a guideline for new budding coaches and define the parameters required for certification. These were developed to be free from the contributor's philosophical approaches and theoretical models. Thus the coaching competency was developed to become the basis for the curriculum at ICF accredited coach training programs.

ICF developed the core coaching competencies to help people learn more about the skills and practices used in today's coaching profession. In practice, they serve as the foundation for assessing coaches seeking an ICF ACC, PCC, or MCC certificate. The coach is supposed to have greater mastery of the coaching competencies depending on the stage.

ICF also uses coaching competencies to assess what constitutes coach-specific training and the coach training programs they accredit. These eight competencies must be the subject of an ACTP or Accredited Coach Training Program.

Coaching competencies are the foundation skills that must be mastered before anything else. If you can master these, you'll be well on your way to being a coach in any form or niche. Of course, additional training is needed depending on the specialization, so coaching competencies aren't the be-all and end-all, but they are the foundation for all forms of coaching.



Principles of Coaching Competencies



01

WHEN YOU'RE COACHING, MAKE IT CLEAR AND EXPLICIT.

02

FOR PERSONAL GROWTH PLANNING, USE DATA-BASED FEEDBACK.

03

PUT COMPETENCY CONCERNS IN THE PERSPECTIVE OF A BUSINESS ISSUE.

04

WORK TOWARD TAKING RESPONSIBILITY FOR THE CHALLENGES AND MAKING A LONG-TERM COMMITMENT TO COMPETENCY DEVELOPMENT.

The Updated 8 ICF Coaching Competencies

SETTING THE FOUNDATION

1. DEMONSTRATES ETHICAL PRACTICE

The Coach understands and consistently applies coaching ethics and standards of coaching.

Demonstrates personal integrity and honesty in interactions with clients, sponsors, and relevant stakeholders

- ☞ IS SENSITIVE TO CLIENTS' IDENTITY, ENVIRONMENT, EXPERIENCES, VALUES, AND BELIEFS
- ☞ USES LANGUAGE APPROPRIATE AND RESPECTFUL TO CLIENTS, SPONSORS, AND RELEVANT STAKEHOLDERS
- ☞ ABIDES BY THE ICF CODE OF ETHICS AND UPHOLDS THE CORE VALUES
- ☞ MAINTAINS CONFIDENTIALITY WITH CLIENT INFORMATION PER STAKEHOLDER AGREEMENTS AND PERTINENT LAWS
- ☞ MAINTAINS THE DISTINCTIONS BETWEEN COACHING, CONSULTING, PSYCHOTHERAPY, AND OTHER SUPPORT PROFESSIONS
- ☞ REFERS CLIENTS TO OTHER SUPPORT PROFESSIONALS, AS APPROPRIATE

2. EMBODIES A COACHING MINDSET

The coach develops and maintains a mindset that is open, curious, flexible, and client-centered.

- ☞ Acknowledges that clients are responsible for their own choices
- ☞ Engages in ongoing learning and development as a coach
- ☞ Develops an ongoing reflective practice to enhance one's coaching
- ☞ Remains aware of and open to the influence of context and culture on self and others
- ☞ Uses awareness of self and one's intuition to benefit clients
- ☞ Develops and maintains the ability to regulate one's emotions
- ☞ Mentally and emotionally prepares for sessions
- ☞ Seeks help from outside sources when necessary

CO-CREATING THE RELATIONSHIP

3. ESTABLISHES AND MAINTAINS AGREEMENTS

The Coach partners with the client and relevant stakeholders to create clear agreements about the coaching relationship, process, plans, and goals. Establishes agreements for the overall coaching engagement as well as those for each coaching session.

- » Explains what coaching is and is not and describes the process to the client and relevant stakeholders
- » Reaches agreement about what is and is not appropriate in the relationship, what is and is not being offered, and the responsibilities of the client and relevant stakeholders
- » Reaches agreement about the guidelines and specific parameters of the coaching relationship such as logistics, fees, scheduling, duration, termination, confidentiality, and inclusion of others
- » Partners with the client and relevant stakeholders to establish an overall coaching plan and goals
- » Partners with the client to determine client-coach compatibility
- » Partners with the client to identify or reconfirm what they want to accomplish in the session
- » Partners with the client to define what the client believes they need to address or resolve to achieve what they want to accomplish in the session
- » Partners with the client to define or reconfirm measures of success for what the client wants to accomplish in the coaching engagement or individual session
- » Partners with the client to manage the time and focus of the session
- » Continues coaching in the direction of the client's desired outcome unless the client indicates otherwise
- » Partners with the client to end the coaching relationship in a way that honors the experience

4. CULTIVATES TRUST AND SAFETY

The Coach partners with the client to create a safe, supportive environment that allows the client to share freely. Maintains a relationship of mutual respect and trust.

- ☞ Seeks to understand the client within their context which may include their identity, environment, experiences, values, and beliefs
- ☞ Demonstrates respect for the client's identity, perceptions, style, and language and adapts one's coaching to the client
- ☞ Acknowledges and respects the client's unique talents, insights, and work in the coaching process
- ☞ Shows support, empathy, and concern for the client
- ☞ Acknowledges and supports the client's expression of feelings, perceptions, concerns, beliefs, and suggestions
- ☞ Demonstrates openness and transparency as a way to display vulnerability and build trust with the client

5. MAINTAINS PRESENCE

The Coach is fully conscious and present with the client, employing a style that is open, flexible, grounded, and confident.

- ☞ Remains focused, observant, empathetic, and responsive to the client
- ☞ Demonstrates curiosity during the coaching process
- ☞ Manages one's emotions to stay present with the client
- ☞ Demonstrates confidence in working with strong client emotions during the coaching process
- ☞ Is comfortable working in a space of not knowing
- ☞ Creates or allows space for silence, pause, or reflection

COMMUNICATING EFFECTIVELY

Coaches are frequently asked to explain what they do; listening and asking questions is an oversimplified response. Real listening, on the other hand, is far more involved and requires ability. Coaches are taught this ability throughout their coaching certification and work on it on a regular basis throughout their careers.

6. LISTENS ACTIVELY

The coach focuses on what the client is and is not saying to fully understand what is being communicated in the context of the client systems and to support client self-expression.

- » Considers the client's context, identity, environment, experiences, values, and beliefs to enhance understanding of what the client is communicating
- » Reflects or summarizes what the client communicated to ensure clarity and understanding
- » Recognizes and inquires when there is more to what the client is communicating
- » Notices, acknowledges and explores the client's emotions, energy shifts, non-verbal cues, or other behaviors
- » Integrates the client's words, tone of voice, and body language to determine the full meaning of what is being communicated
- » Notices trends in the client's behaviors and emotions across sessions to discern themes and patterns

7. EVOKES AWARENESS

The Coach facilitates client insight and learning by using tools and techniques such as powerful questioning, silence, metaphor, or analogy.

- » Considers client experience when deciding what might be most useful
- » Challenges the client as a way to evoke awareness or insight
- » Asks questions about the client, such as their way of thinking, values, needs, wants, and beliefs
- » Asks questions that help the client explore beyond current thinking
- » Invites the client to share more about their experience in the moment
- » Notices what is working to enhance client progress
- » Adjusts the coaching approach in response to the client's needs
- » Helps the client identify factors that influence current and future patterns of behavior, thinking, or emotion
- » Invites the client to generate ideas about how they can move forward and what they are willing or able to do
- » Supports the client in reframing perspectives
- » Shares observations, insights, and feelings, without attachment, that have the potential to create new learning

CULTIVATING LEARNING AND GROWTH

8. FACILITATES CLIENT GROWTH

The Coach partners with the client to transform learning and insight into action. Promotes client autonomy in the coaching process.

- » Works with the client to integrate new awareness, insight, or learning into their worldview and behaviors
- » Partners with the client to design goals, actions, and accountability measures that integrate and expand new learning
- » Acknowledges and supports client autonomy in the design of goals, actions, and methods of accountability
- » Supports the client in identifying potential results or learning from identified action steps Invites the client to consider how to move forward, including resources, support, and potential barriers
- » Partners with the client to summarize learning and insight within or between sessions Celebrates the client's progress and successes
- » Partners with the client to close the session.

Conclusion

When you're looking at becoming a life or business coach, you'll come across the terms coaching competencies and core competencies sooner or later. This usually refers to the ICF core competencies, which are a collection of eleven skills that any coach should possess. Follow all the Coaching competencies. They must be learned and developed in order for a coaching engagement to be successful.

To sum up, Coaching Competencies has the following aspects:

- » They are a required set of skill sets.
- » These competencies form the basis of the Coach training program.
- » They form the basis of Coaching ethics.
- » Communication, listening, research and feedback develop competencies for Coaching.
- » Help in developing Coaching Philosophy.

Amp up your early Coaching game by following, and understanding these Competencies. The key to remember is that each profession requires competency and that makes you a coach by profession- the Coaching Competencies that you follow.





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