

Submitted by the Deutsche Focusing Gesellschaft (DFG)

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**EFA - European Focusing Association
Proposal training offer
Focusing-oriented coaching FoC (EFA)**

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1. Introduction to Qualification FoC - Focusing-oriented coaching

1.1. Description of the structure and objectives

The training program has three modules:

A Basics of coaching

for people who

- do not yet have any qualification in coaching or
- have a Focusing- qualification and want to specialize in the field of coaching.

B Focusing basic training

for persons

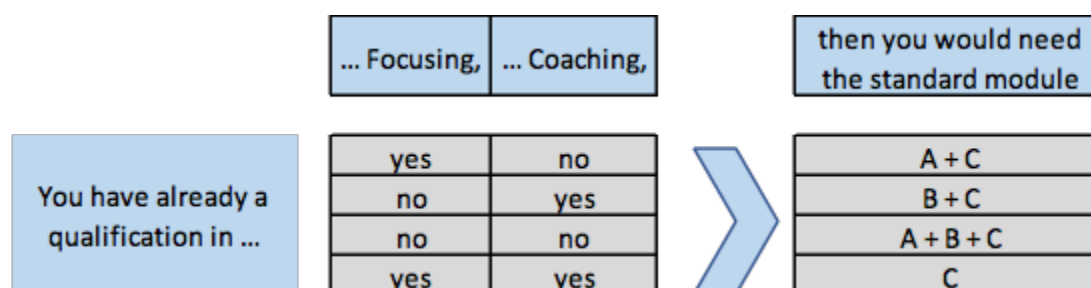
- without any focusing qualification or
- for coaches who already have a qualification in other fields and wish to acquire the Focusing skills

C Qualification as Focusing-oriented coach

In this module, specific focusing methods are presented and trained, which are relevant to the practice of coaching and which are deepening already existing methods and make them more effective.

This module is aimed at people who want to acquire the key competences of Focusing-oriented/experiential coaching approach, with the option to use the Certificate Focusing-oriented Coach. This module expects the competences that were trained in modules A and B.

This results in the following structure:



Each module consists of several workshops which can be attended independently and are led by experts in the respective field. The modules can also be attended individually without taking part in the entire continuing education program.

2. Standard Module A "Basics of Coaching"

2.1. Requirements

Conditions of admission:

Recognised university degree or admission by special examination or several years of professional experience.

Registration/Admission:

Registration for an orientation interview with agreement of a personal continuing education plan. Written application on the basis of the continuing education plan with CV and motivation for continuing education.

2.2. Working methods in the seminars

- Experiential-based teaching of theory (methods and concepts)
- Practical and methodical exercises
- Collegial group work
- Self-awareness
- Coaching practice
- Supervision
- Documented cases with external coachees

2.3. Topics of the seminars

3 seminars are offered:

1. Basics of the experiential and person-centred coaching
2. Methods
3. Marketing

2.3.1. Contents of the seminar "Basics"

- Establishing a trusting relationship
- Basic understanding of the experiential and person-centred approach
- Structuring of coaching processes, e.g. setting, clarification of orders, concerns and goals, contract, analysis of the situation, accompaniment and support to achieve the coaching goals, balancing of the process, possible re-contracting, closing, etc.
- Role and attitude of the coach

2.3.2. Contents of the seminar "Methods"

- Understanding the basic interventions of different coaching approaches
- Organisational psychology basics, models of the relationship man-organisation
- Quality assurance: documentation and evaluation

2.3.3. Contents of the seminar „Marketing“

- Fields of application for coaching: professional development, role clarification, leadership, conflict resolution, stress management, health, intercultural aspects, and others
- Marketing of own coaching activities

- Ethical and legal foundations

2.4. Competencies taught

- Competent relationship building
- Independent design and implementation of a coaching process
- Knowledge and application of different coaching methods
- know professional ethical, gender and diversity specific principles and reflect them in their own coaching practice
- Quality assurance of the own coaching activities
- Self-reflection ability

2.5. Trainers

Different experts for each individual workshop, also from different European countries

3. Standard Module B "Focusing - Key Qualifications"

See "Focusing basic training".

4. Standard Module C "Qualification as Focusing-oriented Coach" and Focusing Advanced Level

4.1. Requirements

Conditions of admission:

- Completion of module A or an external qualification as a coach
- Focusing Basic Training (Module B)
- Recognised university degree or admission by special examination or several years of professional experience.

Registration/recording in cases where module A and/or module B are already externally available:

Registration for an orientation interview with agreement of a personal continuing education plan. Written application on the basis of the continuing education plan with CV and motivation for continuing education.

4.2. Working methods in the seminars

- Experiential-based teaching of theory, methods and concepts
- Practical and methodical exercises
- Collegial group work
- Self-awareness

- Coaching practice
- Supervision
- Documented cases with external coachees

4.3. Topics of the seminars

Individual seminars are offered on individual aspects of the Focusing-oriented coaching practice. The order of the seminars is not fixed. The trainers are qualified and the contents are based on the experiential / focusing approach.

4.3.1. Contents of the seminar "Experiential Coaching"

The seminar "Experiential Coaching" teaches key concepts of the FoC and is therefore obligatory for all those seeking certification as a FoC. It has the following topics:

- Basic understanding of the experiential and person-centred approach
- Structuring of the coaching process with the integration of Focusing
- Focusing-oriented and experiential methods, such as Pausing, Acknowledging, Being Friendly, Making Space, Felt Sensing, Process Questioning, Saying Back, Listening
- Dialogue-based processes of understanding and change
- Reflection and development of your own coaching role
- Ethical and legal aspects of Focusing-oriented coaching

4.3.2. Range of seminars

Building on this, there is the Focusing-oriented practice of coaching on professional topics and problems. Depending on your personal focus, at least 5 seminars from this range of seminars are taken if you are aiming for the FoC certificate.

- Coping with stress; burnout and resilience
- Theory and practice of conflict handling
- Focusing-oriented decision-making processes
- Handling of diversity and intercultural communication
- Management
- Interactive Focusing
- Career Coaching
- Team coaching and team development
- TAE-Experiential Concept Coaching (ECC)

4.4. Competencies taught

- Application of the focusing approach in coaching.
- Supporting the coachee to refer to current experience/felt sense
- Use different modes of experience and action to promote the experience process.
- Understand the coachee in her/his relationship systems and incorporate this professionally into the coaching process.
- Use focusing interventions in coaching processes on different topics
- Dealing with process blockages in a focussed way

- Dealing with difficult situations and conflicts in coaching support
- Person-centred attitude and working method
- Self-reflection ability
- Readiness for own focussing oriented development
- Applying Focusing in your own life situations

4.5. Completion and certification as a "Focusing-oriented Coach (FoC) EFA

Essential condition for obtaining the certificate :

Colloquium on the basis of a written thesis written by the participant, consisting of transcription, presentation and reflection of an evaluated coaching process. In addition, the participants will demonstrate a Focusing oriented live coaching.

The successful completion of the further training course requires the positive vote of the course management.

With the entire degree, the qualification as Focusing Accompanist is also acquired at the same time.

Additionally, for the recognition of the degree by the EFA (European Focusing Association): at least 1 workshop with a non-German speaker.

4.6. Criteria for the accreditation of the trainers

An accredited training course "Focusing-oriented coaching" will be handled by a trainer team (at least 2 persons).

The trainer team ensures that at least one of the trainers meets the following criteria:

- Membership in the DFG or another European Focusing Organisation
- Focusing Trainer or Coordinator TIFI
- Proof of a coaching degree and/or several years of practical experience as a coach and proven current coaching practice
- Also works regularly with the FoC method
- Willingness to cooperate with other FoC trainers and to develop the topic of FoC in general
- Proof of teaching experience
- Regular participation in DFG and EFA events
- Obligation to comply with the DFG's ethical guidelines

In addition, other trainers may be called in who are distinguished by their professionally recognised competence but do not fully meet the above criteria.

5. Duration and scope

EFA

Number of training units (45 min)

Module A Coaching	Module B Focusing	Module C FoC	Total
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With trainer	experiential training, concept, method, supervision in groups	40	64	96	200
	coaching/focusing/individual supervision	4	4	12	20
	<i>Subtotal</i>	44	68	108	220
Own activities	working in sub-groups	15	20	25	60
	self-study	20	20	30	70
	documented practical application of coaching/focusing	20	24	30	74
			0	0	0
	<i>Subtotal</i>	55	64	85	204
		0	0	0	0
Total		99	132	193	424

WORKSHOPS with trainer

		Obligatory		Optional	
		Days	Units à 45 min	Days	Units à 45 min
Module A Coaching	2.3.1 Basics	3	24		
	2.3.2 Methods	2	16		
	2.3.3 Marketing			2	16
<i>Subtotal</i>		5	40	2	16
Module B	Focusing: Basic Skills	8	64		
<i>Subtotal</i>		8	64		
Module C Experiential Coaching	4.3.1 Experiential Coaching	6	48		
	4.3.2 :				
	Coping with stress; burnout and resilience			2	16
	Theory and practice of conflict handling			2	16
	Focusing-oriented decision processes			2	16
	Handling of diversity and intercultural communication			2	16
	Management			2	16
	Interactive Focusing			2	16
	Career Coaching			2	16
	Team coaching und team development			2	16
	TAE - Experiential concept coaching ECC			2	16
	*)				
		0	0		
	<i>Five of the above described optional workshops are mandatory</i>	2	16		
		2	16		
	2	16			
	2	16			
	2	16			
	2	16			
<i>Subtotal</i>		16	128	18	144
TOTAL		29	232	20	160

*) this list can be expanded by further workshops, which have to be accredited at DFG before