****

AC Coach Accreditation, Accelerated Route Assessment Checklist

|  |
| --- |
| Top Right Thinking |

1. Name of Training Provider:

|  |
| --- |
|  |

1. Full name of participant:
2. Please tick the AC Coach Accreditation Level Participant is applying for:

|  |  |  |  |
| --- | --- | --- | --- |
| Foundation | Foundation Executive | Coach | Coach Executive |
|  |  |  |  |

1. Please enter the date of when the participant was deemed competent for each element of the AC Coach Accreditation Application in the last column of the table below.

*Please note that boxes that are grey are required for the individual to evidence and send to the AC along with this form as part of their application.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | AC Coach Accreditation Application Elements |  AC Coach Accreditation Application Criteria  | AC Coaching Competencies required for each Application Element  | Training Provider to state date completed by participant:  |
| 1 | Coach Training  | Coach to receive training certificate upon completion of training.  | 1,2,3,4,5,6,7,8,9, 10,11 & 12 | Coach to send copy of training certificate to AC. |
| 2 | Coaching Log | Coach logs coaching delivery hours in a record, using only initials of clients and detailing whether coaching was group, team or 1:1 coaching. Ensure that 75% of coaching was carried out within an organizational context. | N/A |  |
| 3 | Personal Coach Approach | Coach describes what informs their coaching and how it manifests in their approach. This can include identifying and explaining their unique style of coaching, as well as demonstrating how coaching is influenced by theoretical models. | 1, 2, 3, 4, 6, 7, 8 & 11 |  |
| 4 | Case Study | Coach should demonstrate how they have worked with a client over multiple sessions. Including the context for their coaching, the coaching process from start to end and the reflections and learnings from this piece of work. | 1, 2, 3, 4, 6, 7, 8, 10, 11 & 12 |  |
| 5 | Coaching Standards and Ethics | Coach signs AC declaration form having read and understood the Global Code of Ethics for Coaches, Mentors and Supervisors. | 1  | Coach agrees to adhere to Global Code of Ethics for Coaches, Mentors and Supervisors via AC website (using application link). |
| 6 | Ethical Dilemma (Coach level above only) | Coach provides response to two ethical dilemma questions. | 1 (add additional competencies that may have been covered)  |  |
| 7 | Coach Fitness to Practise | Coach provides critical reflection on their coaching practice, linking this to their self-assessment and Coaching Development Plan. Including review of coaching session for Coach level and above) | 1, 2, 3, 4, 5, 6, 7, 8, 10 & 11 |  |
| 8 | Supervision Record and Learning Log | Coach receives a minimum 3x supervision sessions (Foundation level) or Minimum X6 supervision sessions (Coach level and above) throughout training to demonstrate a commitment to the continued development of their coaching skills and practice and records learning from each session. | 1, 2, 3, 4, 5, 6, 7, 8, 10 & 11  |  |
| 9 | Client Reference  | Coach to seek client to complete reference form. (x1 Foundation, x2 Coach, x3 Professional, x4 Master)  | 1, 2, 3, 4, 5, 6, 7, 8, 10 & 11 |  AC Client Reference form/s to be sent to AC |
| 10 | Coach Self-Assessment and CoachingDevelopment Plan | Coach to complete Coach Self-Assessment and CoachingDevelopment Plan either on course or as part of self -study. Coach should look to the future to assess areas that they will develop and also assess these areas against the AC Competency Framework.  | 1, 2, 3, 4, 5, 6, 7, 8, 10 & 11 | Completed AC Coach Self-Assessment and CoachingDevelopment Plan Log to be sent to AC |

1. Please complete your details below:

*By signing this form, you are confirming that the participant is competent in the areas of the AC Coach Accreditation Scheme that you have assessed via your training programme.*

|  |
| --- |
|  |

Full name:

|  |
| --- |
|  |

Position at Trainer Provider:

|  |
| --- |
|  |

Sign:

|  |
| --- |
|  |

Date: