



## ***GROW Training Institute, Inc.***

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# **GROW Training Institute's Certified Professional Coach Program Human Services Track**

January 1, 2012

**Dear Colleague:**

GROW Training Institute (GTI) is proud to present its Human Services Coaching Program for becoming a **Certified Professional Coach (CPC)**!

We created this program in 2001 in response to demand from our seminar participants. . **This program is open to all human services professionals** who have at least 10 years of experience working in any field of direct personal care and who desire to be trained to coach and consult.

GROW is an approved Coach Training Organization for the CCE's **Board Certified Coach Program**. Once you are a CPC through GROW, you can apply to become a BCC if you wish (see ap for details).

Our program has been designed using high standards and comprehensive requirements in an effort to provide you with the professional training and skills for your success as a professional coach. Certification is not required to do coaching; however, competency is. Certification will give you additional credibility, and demonstrate that you have received advanced training in this specialized market niche. It will also give you a competitive advantage in the field. You will be prepared to perform personal, career, business, and/or virtual coaching.

Following are the basic requirements for **GTI's Certified Professional Coach Program (HR track)**:

### **Prerequisites:**

- Bachelors level degree from an accredited college plus two years work experience in any field of human services, **OR** a combination of ten years of work experience and/or academic coursework in the field of human services (coaching, counseling, teaching, training).

### **Successful Completion of Required GROW Courses:**

- |    |   |          |
|----|---|----------|
| 1. | GROW seminar live <u>or</u> seminar on video        | 6 hours  |
| 2. | "How to Become a Personal Coach" home study program | 10 hours |

3.	<i>“How to Become a Corporate and Virtual Coach”</i> home study program	8 hours
4.	<i>“Promote Your Practice Exclusively to a Fee for Service Clientele”</i> home study program	10 hours
5.	<i>“Ethics”</i> home study program	6 hours

**Additional Requirements:**

- Documentation of providing coaching 12 hours
- Documentation of receiving coaching from a qualified coach\* 3 hours
- Documentation of receiving coaching from a GROW CPC 3 hours
- Essay about your experience with coaching (providing and receiving, 2 pages) 1 - 2 hours
- One 15 minute phone consult/evaluation with a GROW faculty member ¼ hour
- Adherence to International Coach Federation’s Professional Ethical Standards
- Adherence to your state board’s and/or professional association’s Ethical & Legal Standards
- Approved Certified Professional Coach Application and Contract
- Payment of \$547 application fee (subject to change every 6 months)

**Total: 60 hours**

The above requirements will be reviewed by GROW faculty. If faculty finds any deficits, we will provide you with information to remedy these areas. Once your requirements and application are completed and approved, you will receive your **“Certified Professional Coach” Certificate** within approximately one week. Certification is valid for 2 years from the date posted on the certificate. Every two years there will be a re-application agreement and a nominal re-certification fee, however, unless there are new government regulations, there will not be any further training necessary.

Enclosed is an application to become a **GTI Certified Professional Coach (HS Track)**.

Thank you for putting your trust in GROW’s programs. We look forward to a mutually beneficial and successful relationship with you.

Sincerely,

Lyn Kelley, Ph.D., LMFT, CPC  
 GROW Founder and Continuing Education Director  
 Member, Coachville

\*A “qualified coach” is any professional who you feel has the training/experience to coach you with your particular goals. You must submit a resume or qualifications sheet for each coach you use. You can find GROW Certified Coaches on our website by clicking on “Find-a-Coach” or on our coach directory, [www.FindCoachesOnline.com](http://www.FindCoachesOnline.com).

## **About GTI**

GROW Training Institute, Inc. is an international coach training organization that grew out of GROW Publications which was founded in 1995 by Lyn Kelley, Ph.D., LMFT. GROW specialized in developing and offering continuing education for mental health professionals. GROW's Certified Professional Coach Program was founded in 2000 based on customer demand. Our program was originally designed specifically for licensed or certified mental health professionals, and has since added a "Human Services" track for unlicensed human service professionals.

Some of the organizations that have accredited GROW to offer continuing education are:

- National Board of Certified Counselors (NBCC) Provider #5758
- National Association for Drug and Alcohol Counselors (NAADAC) Provider #000100
- California Board of Behavioral Sciences (CA-BBS) Provider #PC80
- California Board of Registered Nursing (CA-BRN) Provider #CEP12706
- Most other State Boards

Certified Professional Coach Certification is a natural evolution of the coach training programs developed and offered by GTI. Course feedback data from GTI workshops and GTI market surveys consistently indicate a critical and growing need for a uniform national credential to identify and define coach/therapists. While there are dozens of other coach training programs throughout the U.S. open to anyone regardless of background or education, GTI's CPC program has been formed specifically for licensed/registered/certified mental health professionals.

GTI has been offering continuing education courses on coaching since 1995, each year increasing the number of seminars held nationwide. As demand for coach training among therapists increases each year, GTI increases the number of programs it offers. As of this date GROW has completed over 160 seminar tours throughout the U.S. and abroad.

## **Board Certified Coach**

GTI is now approved as a Coach Training Provider by the NBCC's (National Board of Certified Counselors) CCE (Center for Credentialing and Education) BCC (Board Certified Coach) Program. Once you have been certified as a coach by GTI, you can apply to become a BCC for a nominal fee and passing their exam. The BCC requires 100 C.E. contact hours every 5 years, and we are constantly creating new C.E. courses for this purpose. For more information on the BCC program:

[www.cce-global.org/BCC](http://www.cce-global.org/BCC)

## **GTI Mission**

The mission of GROW Training Institute is to provide high quality continuing education to mental health and human services professionals to increase their practice growth and success.

The mission of GTI's Certified Professional Coach Program is to establish and support a national credential that defines and identifies therapists as professional coaches, valid across all behavioral health disciplines and universally accepted and recognized as a useful measure of experience and expertise in professional coaching.