



• COACHING • MENTORING • SUPERVISION

Internal Coach Training

Programme Introduction



1. Purpose

We are committed to high quality training and competence development. We work with our students to help them succeed and gain the professional qualification they are seeking. We will take you on a journey of self-discovery; we awaken the mind and the spirit. We help you to see what is possible through the power of coaching.

2. Target Group

The programme is designed for professionals aspiring for the role of internal coach within their organization, regardless their experience with coaching. Our students comes from various backgrounds, like HR and L&D professionals, consultants, medical professionals, managers, agile coaches and SCRUM Masters.

3. Ultimate Result

The overall aim of the programme is for students to develop the core competences required to be an effective internal coach:

- Understanding and practical application of 8 coaching competencies according to the International Coach Federation (ICF), in the context of practical application in an internal corporate environment
- Understanding psychological processes manifesting in a coaching relationship, psychology of motivation and unconscious dynamics in interpersonal communication
- Understanding the coaching process in an internal environment
- Preparation of participants to perform the role of in-house coaching coach and coaching skills lecturer
- Learn knowledge and skills from two important directions in coaching: solution-focused and psychodynamic coaching solutions (working with unconscious patterns of behaviour or communication in the coaching process)



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Important part of the programme is supporting the organisation on creating the culture of internal coaching. We build on our extensive experience in this field and support clients to identify communication strategies to introduce the programme to the employees, as well as create strategical alliances with already existing developmental initiatives to boost the effectiveness of employee development infrastructure in the organisation.



4. The Programme Content

The programme has been designed to support the creation of a community of internal coaches within the organisation.

The programme consists of 5 modules, 10 mentoring hours and a half-day session on coaching supervision.

Module	Lenght	Brief content
Module 1	8 hours	<ul style="list-style-type: none">• Coaching philosophy, coaching principles• Introduction to coaching and specifics of coaching in an internal environment
Module 2	8 hours	<ul style="list-style-type: none">• Competence area according to ICF: effective communication• Psychology of understanding (Transactional Analysis)• Key coaching skills: 3 levels of listening and Direct communication
Module 3	8 hours	<ul style="list-style-type: none">• Competence area according to the ICF: development of learning and personal growth• Solution-focused approach in coaching• Art of asking questions• Coaching techniques for changing the viewing and doing
Module 4	8 hours	<ul style="list-style-type: none">• Competence area according to the ICF: creating a relationship in coaching• Influences of unconscious processes in communication and coaching• Humanistic approach to coaching• Psychology of motivation, trans-theoretical model of change (TTM), working with the resistance to change
Module 5	8 hours	<ul style="list-style-type: none">• Creative techniques in coaching• Practical application of coaching to the internal environment, ethics of internal coaching• Client management in the internal environment of the organization



5. The Programme Overview

- Form of interactive, experiential learning in hybrid format:
 - training days take place live
 - individual mentoring lessons take place online
 - group mentoring lessons take place live
 - Self-study is managed individually by each participant during the duration of the training program (self-study materials will be provided to the students after each module)
- **Training provides 60 hours of coaching education**, broken down as follows:
 - 5 one-day modules (40 hours of education in total)
 - 1 day final examination (representing 8 hours of education)
 - Self-study (a total of 12 hours of education)
- The programme also **includes 10 mentoring sessions** to support individual learning divided as follows:
 - 1 x 1 hour group mentoring
 - 3 x 1 hour individual mentoring
 - 2 x 3 hours group mentoring in the form of a practical workshop
- During the programme, participants **receive 35 hours of experience**, of which 14 hours are covered within training days and 21 hours is individual practice outside training days
- The training is completed by the final exam, during which the theoretical and practical competencies of the participants will be verified
- Three months after the final exam, there will be a 3-hours group supervision for graduates to help them reflect on their work as an internal coaches and support mutual learning

*Training can be delivered in Slovak or English language.



6. Time Schedule for 2023

The training is delivered in an in-house format; therefore, the schedule will be agreed with the respective organisation.

7. Programme Costs

Price per participant

2 200,- EUR

Minimum number of students in the group: 6.

The price include:

- 5 x 8-hours training modules
- 10 hours of mentoring
- Self-study materials
- Final exam with written feedback
- Certificate of completion of training led by ICF certified master coach (MCC), which can be used in the individual certification process of the coach in the ICF
- 3 x 30 min consultation with the Programme Manager in the client's organisation responsible for the implementation of internal coaching programme

The price does not include possible travel and accommodation fees.

8. Registration

If you are interested in an in-house delivery of this programme, please contact Programme Director Silvia Gallova, MCC through email: info@silviagalova.com

When registering for Via Institute programs you also commit to adhering to the ICF Code of Ethics.



9. Programme Director



Silvia Gallova, MCC

Coach certified at the level of Master Certified Coach (MCC), coach mentor, coach, supervisor of coaches and educational and managerial professions.

After studying Journalism, she completed post-graduate studies of International Relations and Diplomacy, training in coaching, mediation, adult education, agile leadership, management and coaching supervision. Since 2016 she is studying the field of Transactional Analysis (TA), being continuously trained, and supervised by senior TA trainers and supervisors.

She holds Diploma in Business Coaching, Diploma in Coaching Supervision and Diploma in Team Coaching. She has seven years of experience in management, since 2014 he has been mainly active in the corporate environment.

She specializes in developing coaching, communication, and leadership skills, creating coaching and L&D strategies and implementing coaching programs in organizations.

You can learn more about Silvia on her professional website: www.silviagalova.com

10. About Via Institute

Via Institute exist to support you on the journey towards wholeness & autonomy. We do it by coaching individuals and organizations and by supervising and mentoring fellow professional coaches. We also educate professionals in coaching, mentoring and supervision so that they can support their clients on their journey towards autonomy. We specialize in surfacing unconscious patterns and bias both on individual and system level.

Via Institute is a boutique coaching, training, and consulting company founded in 2017 by Silvia Gallova.

You can learn more about the institute on the website www.viainstitute.eu (currently under construction).