

Level 1: Fundamentals in Business Coaching Certificate Course Syllabus

Below is the Level 1 Coach Training Program agenda and curriculum overview. For questions,
Email: LT.Centerforcoachingstrategies@gmail.com

Week 1: Coaching for the ECE Profession	Week 2: The Business of Child Care, Coach Skill Building	Week 3: Facilitating Client Growth, Coaching w. Results
Morning Session: Instructor led Zoom training (3 hours)	Morning Session: Instructor led Zoom training (3 hours)	Morning Session: Instructor led Zoom training (3 hours)
Break for lunch (30 min)	Break for lunch (30 min)	Break for lunch (30 min)
Afternoon Session: Practice Coaching (2.5 hours)	Afternoon Session: Practice Coaching (2.5 hours)	Afternoon Session: Practice Coaching (2.5 hours)
After class, during the week: Reading and homework assignment, (aprox 3 hours)	After class, during the week: Reading and homework assignment, (aprox 3 hours)	After class, during the week: Reading and homework assignment, (aprox 3 hours)

This 3-week course includes live, interactive online training combined with optional office hours, allowing you to meet 1:1 with your instructor and get support, and required reading and homework assignment. You will be asked to find 1 person to practice coaching each week. This course is designed to help child care business coaches develop the confidence and skills they need to build strong, effective partnerships with clients. During the morning sessions, coaches will build their knowledge of sound financial and business practices, have opportunities to investigate scenarios they might encounter with child care providers, and practice approaches that will help them navigate challenging situations.

Course Content

Week 1: Coaching for the ECE Profession: Who are our clients? Challenges faced by the ECE Profession
Coaching Core Competencies 1 & 2
The Business of Child Care, Growth Mindset
Coaching for Impact: The 'How to' of Coaching, Your role as coach
Overcoming Limiting Beliefs, Coach Mindset, Client Assessment and Intake Forms

Week 2: The Business of Child Care and Coach Skill Building:
Coaching Core Competencies 3, 4, & 5
Financial Foundations: Business budgets, Cost per child, Setting Rates, Enrollment, Record Keeping, Parent Contracts
Understanding Iron Triangle Metrics
Skill building: The coaching lens, goal setting, cultivating trust with clients

Week 3: Facilitating Client Growth, Coaching with Results:
Coaching Core Competencies 6, 7, & 8
Financial Foundations: Bookkeeping and Taxes
Business Start up and Growth: Sales and Marketing, Marketing Strategy, Access to Capital
How to be an effective coach & get results, Planning out the Coaching Session, Logging Sessions, Final Practice Coaching