



Integrated Coach Training
FLUXIFY
305 Agreements
Current as of March 2024



305 Agreements Syllabus

Course Expectations and Requirements:

This syllabus describes educational expectations for completing 305 Agreements as a part of the ACC Pathway. If you have questions, please contact Amy Glazer (aglazer@FLUXIFY.net/330.936.3768).

Basic Information:

- 305 Agreements
- Online via the Integrated Coach Training Platform and asynchronous/on-demand learning.

Number of Coach Specific Training Hours:

4 hours

- 1 x two hour class session (online)
- Two hours asynchronous/on-demand learning, designed as pre-work
- One writing assignment (submitted for review by instructor)

FLUXIFY uses Zoom Meeting for our online training. You can access through the Zoom Meeting app or your browser. Specific links for each course are sent after enrollment through a calendar invite.

Instructor's Name:

Jonathan Reitz, MCC
jonathan@fluxify.net

Contacting the FLUXIFY Team:

Amy Glazer, PCC
Director of Operations
aglazer@FLUXIFY.net
330.936.3768

Website Description:

The most consistent feedback coaches get at the ACC level is that the Coaching Agreement is not strong or clear enough. But what makes an effective coaching agreement? That's what 305 Agreements is designed to answer.

Do you know the difference between “contracting” and “setting a coaching agreement”? Or IS THERE a difference?

What does an effective coach consider in the various types of agreements in a coaching engagement?

Competency #3, “Establishes and Maintains Agreements,” makes a pretty clear case for what agreements the coach needs to consider, but paying off those agreements makes a good coach a great coach. It sets a coach up with a reputation that gets you hired and re-hired over an extended period.

4-hour short course / Delivered in Blended Learning format
1-120 minute live session and 2 hours of asynchronous/on-demand learning

Training Language: English

Instructor: Jonathan Reitz, MCC or a member of the FLUXIFY Training Team

305 Agreements covers the following ICF Core Competencies:

- #2 Embodies a Coaching Mindset
- #3 Establishes and Maintains Agreements
- #6 Listens Actively
- #8 Facilitates Client Growth

Course Objectives:

The objectives for this course are:

- Define the agreements needed in a coaching engagement.
- Identify client outcomes in effective coaching engagements.
- Using the CITRUS strategy, convert the agreements made in the early stages of a coaching conversation into outcomes that the client can bank on during the rest of the engagement.
- Appraise the effectiveness of your agreements on an ongoing basis to measure coaching effectiveness.
- Design documentation to support the development of a coaching practice and deliver client results.

Required Student Resources:

To successfully complete 305 Agreements you will need:

- A reliable internet connection
- A reliable telephone
- An email address
- Word processing software to submit final assignments in Microsoft Word format

Course Schedule/Outline/Calendar of Events:

305 Agreements format: online for 1-120 minute session and 2 hours asynchronous learning. Format includes follow up assignment

305 Agreements begins online 3-5 times per year on average.

Course Outline:

Session	Class Focus	Follow Up Assignment
1	<p>Pre-Work Videos</p> <p>Contracting & Agreements: Everything a coach should consider in a coaching engagement.</p> <p>Transactions, Engagements, Relationships</p> <p>Introducing CITRUS--The Framework for Agreements</p> <p>Intro to Written Documentation</p>	
2	<p>LIVE Session:</p> <p>Why Agreements Matter</p>	
	<p>Structure of a Session Agreement</p>	
	<p>Case Studies and Mistakes to Avoid</p>	
3	<p>Questions as the Heart of Coaching</p>	<p>Journal Assignment (15-45 Minutes)</p>

All assignments must be submitted to the Instructor within 30 days of the final class.

Criteria for Grading:

305 Agreements is conducted on a pass/fail basis.

You will pass 305 Agreements if:

- You attend the required 1 live course session and participate in class discussions
- You watch the asynchronous on-demand learning
- You submit your writing assignments demonstrating comprehension and application of the material

Attendance Policy:

305 Agreements is a Short Course (4 hours) in Integrated Coach Training.

The attendance policy for Short Courses is as follows:

- 100% attendance to the live session and completion of the asynchronous training is required.
- If you miss more than 10 minutes of the live session, you will be required to attend the live session at a future offering in its entirety.
- No recording review to make up a session is available.
- Failure to meet these criteria will result in your Short course being marked incomplete.

Suggested Bibliography:

Reitz, Jonathan. Coaching Hacks. Cleveland, OH CoachNet Global LLC. 2017

Whitmore, John. Coaching for Performance. Hoboken, NJ Pfeiffer & Company. 1992.

Whitworth, Laura; Kimsey-House, Henry; and Sandahl, Phil. Co-Active Coaching. Boston, MA. Nicholas Brealey Publishing, 3rd Edition 2011.

First Taught:

- March 2024

Syllabi on Learning Platform:

- The downloadable syllabi presented online shall contain the date of last update.