



International Association of Trauma Recovery Coaching
Executive Director: Bobbi L Parish, MA, TICC, CTRC-S
Deputy Director: Sarah Parish, TICC, CTRC-S

INITIAL CERTIFICATION COURSE SYLLABUS **AUGUST 2024**

Required Reading:

Complex PTSD by Pete Walker

The Body Keeps the Score by Bessel Van Der Kolk

Anchored: How to Befriend Your Nervous System by Deb Dana

Trauma Stewardship by Laura Van Der Noot Lipsky and Connie Burk

Course Technology:

All classes and groups will be held online using Zoom. All information and communication about the course and the International Association of Trauma Recovery Coaching takes place in our private online community. We use Mighty Networks to create this community. You will receive a link to join us there a few weeks before class begins.

Meet & Greet

We will have two Meet & Greet sessions for the new course. They will be Tuesday, August 13, 2024 at 11am EST and Wednesday, August 14, 2024 at 7:30pm. We invite you to attend to meet our staff and your fellow students. These meetings will last for 90 minutes.

Tuesday & Wednesday Classes

Class is held every Tuesday and Wednesday, unless specified in the syllabus. The Tuesday class will be at 11am EST. The Wednesday class will be at 7:30pm EST. Both sessions cover the same material. You only need to attend one of them. If you miss a class you can watch the recorded replay.

Practice Groups

While there are no attendance requirements for the weekly classes, you are required to attend 13 Practice Groups—4 Observation Practice Groups and 9 Participation Practice Groups. Observation Practice Groups will be held from September 2, 2024, through September 27, 2024, and Participation Practice Groups will be held from September 30, 2024, through December 13, 2024.

We ask that you not attend more than one group – either an observation practice group, participation practice group, or supervision group – per week to allow all students to space their group attendance throughout the semester. Please plan to set aside one hour a week from September 2 through September 27 and ninety minutes a week from September 30 through December 13 to attend Practice Groups (although we have ten weeks of Participation Practice Groups, you only need to attend nine groups). Starting in July, you will need one hour a week for Supervision Groups (see below). **You will need to record the dates of attendance of all 13 groups, the 4 Observation Groups and 9 Participation Practice Groups, and Supervision Groups to turn in with your portfolio.**

Observation Practice Group will run **from September 2 through September 27** and offer a unique learning opportunity as you observe Trauma Recovery Coaching. A credentialed Supervisor Association Coach leads these groups, and sessions involve coaching a volunteer. There will be multiple Observation Practice Groups a week, each accommodating 30 students.

Participation Practice Groups will begin **September 30 and run until December 13**. These groups will allow students to develop and practice their Trauma Recovery Coaching skills. Students will play the role of a coach in the groups under the guidance of a Supervisor. These groups will be much smaller than the Observation Groups, allowing students to get plenty of practice and feedback.

These groups will be held about fifteen times per week at different dates and times. You will be given a link to the Association schedule where you can select which Practice Group sessions work best for you. **YOU MUST ATTEND THIRTEEN PRACTICE GROUPS** to meet the certification qualifications. It is your responsibility to track which Practice Groups you attend by reporting them via a Google Docs form. The link will be provided to you in Mighty Networks.

We ask that you attend the same Observation Practice Groups and Participation Practice Groups throughout the time that these groups are offered. This allows you to build relationships with your fellow practice group members and your Supervisor, helping to create a safe container for your work. We realize this won't always be possible, but when it is, we invite you to do so.

Supervision Groups

The Association considers our Certified Trauma Recovery Coaches to be mental health professionals. As such, you will see many of the same features as other mental health professions in our program. One of those elements is Supervision. Supervision offers an opportunity for coaches to get feedback on specific client issues or business challenges they may be having in their coaching practice. The Supervisor may also present a case study or a topic for group discussion. For your Initial Certification, you are required to attend five Group Supervision hours. You can start attending these sessions in January 2025. You will receive a link to the Supervision schedule, where you can choose the groups you wish to attend. **Remember to record your attendance dates for all Supervision groups and include them in your portfolio submission.**

Unlike the Practice Groups, you have the flexibility to choose different Supervision Groups each week. You can opt to attend the same ones or explore new ones for each of your five Group Supervision sessions. This flexibility allows you to tailor your learning experience to your needs and schedule.

Supervision is a valuable ongoing resource that the Association provides at no charge to support all our coaches. It is also part of certification and renewal requirements.

For your initial certification renewal, you will need 35 Group Supervision hours. During the two years, you can attend those at your convenience as you work towards your renewal.

Video Recording

The Association video records all Initial Class sessions. On Thursday the teacher of that week's class decides whether to use the Tuesday or the Wednesday class recording to put up in Mighty Networks for those wishing to watch the video replay. Whichever class is not used is deleted from our database. Attending class means you may be seen on the video replay. And sometimes we use those video replays in other teaching activities. By attending class, you consent to the recording of your presence and any interactions that you may have with teachers or other students.

Coach Mentor

You will be assigned a small group and Coach Mentor near the beginning of the course. Their purpose is to both provide community and help you successfully complete the course. You will have a group in Mighty Networks to communicate with your mentor and the other mentees in your group. This is an excellent resource for you to ask questions and get support if doing so in the larger group of all the course students feels like a place where you will get lost.

Your Coach Mentor will hold four small group meetings throughout the semester. These will allow you to hear announcements, ask questions, and share your experience in the course with your small group. The initial mentor meeting will be held before August 19th. **Attendance at this first meeting is mandatory and part of your certification requirements.** If you have joined the cohort after August 19th, you will need to arrange with your mentor to meet with you within 10 days to fulfill this requirement. Attendance at the other meetings is optional although we encourage you to attend those if you are able, as they offer community, support, and encouragement throughout the course.

Homework

There will be homework assigned periodically throughout the class. Each homework assignment will be listed in the Mighty Networks online syllabus portion of the class. All of your homework must be submitted in your final portfolio (a requirement for certification). If you wish, you can submit your homework to your Coach Mentor, who will provide you with feedback on your work. However, this is not a requirement.

Practicum Triad Experience

After Participation Practice Groups end, you will be assigned to a triad of students to complete your Practicum Experience. You will meet five times with your triad members, for ninety-minute sessions, to practice coaching one another. In your fifth triad session, a Supervisor will be present to complete a final evaluation of your coaching skills to assure that you meet the coaching competencies.

In order to participate in the Practicum experience, you must be current on your tuition payments, have completed all of your Practice Groups and complete the Practicum Orientation, which consists of reading the guidelines, watching a short video and completing a quiz that reflects that you understand the Practicum process. You will be given more information about this during the first few weeks of class. **You will need to record the dates of attendance to turn in with your portfolio for each triad session you attend.**

Certification Qualifications

To be eligible to obtain your certification you must demonstrate coaching competence by completing the following:

- complete the course classes
- attend the mandatory mentor meeting
- attend 4 OPG's
- attend 9 PPG's
- complete practicum
- attend 5 group supervision sessions
- pass written exam
- submit record of attendance for 1 mandatory mentor meeting, 4 OPG's, 9 PPG's, 5 supervisions and 5 triad sessions
- submit completed and organized portfolio within 12 months of initial course start date in dubsado
- pay tuition in full

Please note: Certification will not be granted if you have not paid your course tuition in full. If you complete all other requirements your certification will be held back until you pay outstanding fees.

Course, week by week

| <u>Date</u> | <u>Subject</u> |
|---------------------|---|
| August 13/14 | Meet and Greet |
| August 20/21 | Course Introduction |
| August 27/28 | Introduction to Trauma Recovery Coaching as a Career |
| September 2 | Observation Practice Groups Begin |
| September 3/4 | Introduction to Trauma and Trauma's Impact on Children |
| September 10/11 | Attachment and Psychosocial |
| September 17/18 | Intergenerational Trauma and Genograms |
| September 24/25 | The Multi-Dimensionality of Trauma |
| September 30 | Participation Practice Groups Begin |
| October 1/2 | Trauma's Impact on Adults: Biological |
| <i>Video Lesson</i> | Trauma's Impact on Adults Psychological |
| October 8/9 | Trauma's Impact on Adults: Emotional and Relational |
| October 15/16 | Multi-Focal Aftereffects of Trauma |
| October 22/23 | Attunement and Basic Coaching Skills |
| October 29/30 | Trauma Recovery Coaching Skills, Part One: The Neuroscience of Attunement |
| November 4 | Practicum Orientation Period Begins |
| November 5/6 | Trauma Recovery Coaching Skills, Part Two: Resourcing |
| November 12/13 | Trauma Recovery Coaching Skills, Part Three: Process and Structure |

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| November 19/20 | Trauma and Adaptive Coping Strategies: Addictions, Disordered Eating, Self-Harm, Suicidality |
| November 25-29 | Association Break-No Classes or Groups |
| December 2 | Practicum Orientation Period Ends |
| December 3/4 | Initial Appointment Protocol |
| <i>Video Lesson</i> | Second and Third Appointment Protocols |
| December 10/11 | Relationship Rupture and Repair |
| December 13 | Participation Practice Groups End |
| December 16 | Practicum Triads Announced |
| December 17/18 | Spirituality & Trauma Recovery – |
| December 23-Jan 3 | Christmas Break-No Classes or Groups |
| January 7/8 | Policies, Procedures, Safety and Liabilities |
| <i>Video Lesson</i> | Coaching as a Business |
| January 14/15 | Self-Care for Coaches |
| January 18 | Study Session |
| January 21/22 | Final Class Study and Wrap-Up |