

COACHING OPERATIVO

ACSTH

Introductory + Essential training modules

ACTP

Introductory + Essential + Advanced training modules



Grupo Emociona

We facilitate The success of People



Message from our Director

Our Accumulated Experience since 1997 makes us pioneers **of coaching in Spain**. Added to the constant investment in research and development, has allowed us to develop an results-oriented coaching model that we make **available** to future coaches through a training program positioned as a national reference. Our **Training Is accredited by The ICF (International Coaching Federation) at the ACTP level (Accredited Coaching Training Program)**.

We also **want** The value provided by our Operational Coaching Center to go beyond The Training Programs, under we make available To **students, and** Coaches, The Coach Club as a space for regular Meeting **and** Exchange of ideas and Impressions for The Community Coaching . In The **Coach Club** you meet other Coaches **and** Exchange experiences, update knowledge, promote business, participate in **recreational** Activities, attend Talks and access **complementary** Services.

Our School ensures that **The** experience **ace** .part of The **Operational Coaching Program** It is especially valuable and satisfying. We want to be able to count on The presence of The Coaches and that The use of this cours Enable for Explore jointly Opportunities for collaboration.



Carmen Gomez Illescas



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What does our Program

- An international accredited coaching Training programs.
- ACSTH and ACTP levels
- Pioneer Coaching School in Spain since 1997
- Methodology is to apply to both life and executive coaching.
- Simple structure to learn, 5 Stages in the training program with Kpi's, goals, key Aspects and practical tools.
- Model based on indicators of the success of the process.
- Training in the 5 skills of intracommunication and intercommunication.
- Training coaching sessions with other participants and real client under supervision.
- Group and individual feedback.
- An unforgettable experience of Self-Knowledge!
- Possibility of repeating the course once passed, to continue learning.
- One-year free practical sessions (twice a month).
- Forever Alumni member Grupo Emociona (Coaching Operativo).



And...

Ours Trainers have MCC and PCC ICF accreditations and Mentor Coach registered by ICF, Master in NLP and experts in High Impact Dynamics. With more than 10,000 hours of experience...

We help to manage our own emotions and how to help others to manage theirs.

Honor the mission-vision-values to create the future you want. The processes are conducted knowing the coaching context from A to Z. The performance of the teams is enhanced, and their members are accompanied so that they grow together.

If you are Alumni Grupo Emociona, you can participate totally free in our exclusive coach club, a monthly meeting forever with experts who share knowledge that will help improve performance as a coach.



Program Director and Trainer Coach



Carmen Gomez MCC

Training in Health Sciences (UIC) 10 years of Experience in the public health service. 15 years of experience in training, sales and marketing in health multinationals. General Managing Partner of Communication Objective SL. Trainer, consultant, and executive coach certified as MCC by ICF. Mentor Coach. Collaborator of The UPC, School University Gimbernat, Health Public of Catalonia and Red Cross. Certified in: Operational Coaching, Wingwave Coaching, Generative Coaching and Values Coaching. Master in NLP. Certified in Action Metamodel . Mindfulness-based Stress Reduction MBSR Program. Certified in The Leadership Circle TLC. Program Creator : Coaching-Mindfulness (CCE) and Leader



Trainer Coach



Manuel Osuna: More than 20 years in The Commercial field Occupying

positions of Commercial Management and Sales. Member of the Steering Committee of pharmaceutical multinationals, expert in the creation and consolidation of high-performance teams. Managing Partner of Business Development of Communication Objective SL. Coach Certified as PCC by ICF. Certificate in Operational Coaching, and in Generative Coaching. Consultant and Executive Coach. Equipment and Systems Coach. Master in NLP. MBSR Stress Reduction Program based on The mindfulness. Neuro Leadership.

Impact "Fire Walking". Certificate in Hight Impact Dynamics "Fire Walking"



INTRODUCTORY TRAINING MODULE

COACHING OPERATIVO

Objectives

- Introduces participants to the knowledge of origins and history, evolution and develop of coaching.
- Provide Knowledge to participants to clarify the deep meaning of coaching that allows them to differentiate it from other related disciplines.
- Provides participants with information to learn about the different types of coaching and its usefulness, making them aware of the specific needs of each case

For whom it is?

People with or without previous experience who wish to know the basics of coaching and the keys of human communication, making coaching their profession or wishing to complete their professional offers (psychologists, consultants, trainers, etc.) with this type of services.

"For me this training program was an Initial journey. The feeling of going little by little unraveling the complexity of the human being, starting with oneself, Coaching as a tool, as a discipline, coaching ace an art; provides an intellectual enrichment of which It will be very difficult to get rid of. To real gift.

Jose Hilario Martin
TRAINER AND COACH

PROFESSIONAL COACH





CONTENTS

Introductory training module

COACHING OPERATIVO

1. Welcome INTRODUCTORY TRAINING MODULE COACHING OPERATIVO

Course expectations and association with strengths
Team alliance for the training

2. History of coaching

Etymology: Meaning of Coach and functions
Origins and evolution
Help Relationships: Start of Projects, Accompaniment in Change processes , improvement of relationships, help in decision Making...

Definition

3. What is and what is not coaching?

Differences between coaching, training, mentoring, therapy and others
Philosophy and rules ICF (International Coaching Federation)

4. Types of coaching

Personnel Coaching or Life Coaching Business and Executive The leader coach
Team Coaching

5. Neuroscience and Effects on behavior change

Your environment and coaching Neurological levels, Identity and beliefs.
Empathic Approach

6. The five key communication Skills

Match Listen and Ask
The 6 Markers and listening Blocks Observation and observable tracks.
Induction non-verbal communication and gesture reading
Sensory channels ace to starting Point for connection Feedback and types: Descriptive and evaluative.



COACHING OPERATIVO

Objective

Provide to structured and effective coaching model that allows participant Carry out their coaching Interventions.

Facilitate coaching conversation structure and tools for analysis and development in different stages of process.

Provide indicators to evaluate the process and be able to facilitate concrete action plans to improve day by day as a coach.

Carry out practical experiences that facilitate the internalization of the model and enhance the identification of improvement areas.

Develop the skills to manage emotions before, during and at The end coaching sessions.

Learn to support the coachees emotionally and to apply the method in any situation.

Challenge the beliefs of the coach to be able to act as a coach with total presence and attitude in front of the client.

Get to know in depth The 8 Basic Competences of ICF.

“ Training in this Program was very valuable to me, maximizing results and monitoring and structured the progress of the process. The Methodology followed, allowed to me, easy incorporate the model and improve my professional practice. ”

Elena Porté Solano
COACH



CONTENTS

Essential training module

COACHING OPERATIVO

For whom it is?

For people who want to enter the exciting world of professional coaching.

Join a structured and effective model that allows them to carry out effective coaching processes.

All those people who want to undertake a personal growth based on the Deep knowledge of yourself and make it extensible in your personal and professional environment.

Promote the internalization and mastery of coaching tools, through the and access to ongoing practice and quality feedback.

People Who want to make coaching their profession or expand their range of services :(Trainers, consultants, psychologists, therapists, health professionals, coaches, etc.)



Entrepreneurs or managers who want to incorporate resources and skills. with coaching to positively promote the development of its employees, under the premise of the new concept of Leader – Coach. In the case of several managers of the same organization, it is possible to develop a program totally halfway, both in content and duration, that meets their needs.

People Who want to improve their communication skills and obtain to greater Self-Knowledge.



Contents of the ACSTH Essential

Module 1: Opening the Program

Welcome, course Expectations, Partnerships and Action Plans

Multi-source structured **feedback**: Trainer, supervisor, observer, Coach and coachee

Coaching and internship agreement, Coaching contract.

Internships and Internalization **of the** Skills of The Coach with his client

Module 2: Coaching Operativo Grupo Emocional Model

Coaching Operativo Model: Fundamental concepts

Essence of operation: Accessible, effective, efficient and internalization Key

characteristics and Skills of **The** Model, Basic principles and attitudes Keys to the coach-coachee relationship

Feedback and Success Indicators: Internal and external indicators

Internal: Relationship, awareness, responsibility, motivation, commitment and action

External: Receivers **and** Senders Work with **The** uncertainty of the client and their emotions. Internalization Emotional self-management

Module 3 and 4: The structured conversation

- ☐ Stages and levels of the conversation
- ☐ Purpose and .key Aspects of The stages
- ☐ Support tools and resources Neuro leadership
- ☐ Individual and Group **work of** each of The Stages
- ☐ Limiting beliefs and Internal Alliances

Module 5: AREA® model for effective Results Management

- ☐ NLP Dynamics and systemic coaching
- ☐ Previous **analysis** (capacity/availability matrix) Situational exploration (AREA model)
- ☐ Analysis of the emotional field and Awareness To Create new Results



Module 6: ICF Competencies (8 .key Competencies of coaching)

- ☐ Foundations
 1. Demonstrate ethical Practice
 2. Embodies to **coaching** Mindset Co
- ☐ create the relationship
 3. Establishes and maintains agreements.
 - 4.
 5. Cultivates trust and security
- ☐ Communicate effectively
 6. Actively **Listen**
 7. Sparks awareness
- ☐ Cultivate Learning and growth
 8. Facilitates The growth of each client

Practices with feedback: Sessions with other participant and with real client

Closing of The ACSTH Essential Module and final exam of Competencies as a Coach.

The participant will continue learning with the following services:

- Virtual open space for Doubts and queries about the Program
- Review of documentation and accompaniment in the ICF certification process
- 1 year of coaching Sessions , twice a month in the Coach Club Grupo Emociona for Life
- 3 hours of Mentoring meeting
- Certified ace to Coach trained in ACSTH approved Program by ICF

ACSTH INTRODUCTORY AND ESSENTIAL COACHING OPERATIVO MODULE

synchronous hours	66	core competencies	65 hours
asynchronous hours	15	resource development	16 hours
Total hours:	81		



ADVANCED TRAINING MODULE

COACHING OPERATIVO

Objective

Review and deepen in the Coaching Operativo model to enhance your Internalization. Incorporate new resources and techniques that will increase the effectiveness of your coaching sessions.

Know and Practice very powerful Dynamics for your clients sessions.

12 practical dynamics for the different steps of Coaching Operativo model with practice

Supervision and mentoring

For whom it is?

To all those who have attended and passed the following modules:

- The Introductory Coaching Operativo module and
- The ACSTH Essential Coaching Operativo module

If you wish to hone your skills, increase th practical experience as a Coach and obtain ACTP training program.



*The experience of participating in this Program You exceeded my expectations.
The Program captures The essence of coaching from a practical vision, allowing To Join with solidity to structured and rigorous model. I can affirm, after Contrasting it in Various coaching processes , that The value provided by the Tools Is determinant in their success*

Alejandro Galofré Pujol

TRAINER AND PROFESSIONAL



ACTP ADVANCED COACHING OPERATIVO MODULE

Contents of the **ADVANCED** module

Module 1: The Operational Coaching Model

Review of the Coaching Model Doubts,
experiences and queries

Coaching conversation and exploration: Coach input and coaching effect

Zone of exploration and generation of self-awareness of the Coachee

Module 2 and 3: Techniques, resource map and Coach Tools

Self-management and Creative visualization

Mind maps and implementation, creative models Paradigm wheel, options
architecture

Powerful Questions and Training Deep Limiting Beliefs Coachee Belief Confrontation
(Affirmations)

Circle of influence and consequence matrix Transformation of inhibiting
beliefs into facilitators Use of the triad in coaching

PNI and Neuro Emotion Training

Body Coaching

Module 4 and 5: Other Techniques and Personal-Professional Project

Professional project as a coach: business plan / application of knowledge to
obtain the Return on Investment of Training.

In-depth work on neurological levels through coaching Solutions from the work of
beliefs, values and identity

Energy work for The Coach

High Impact Dynamics Day



The participant will continue learning with the following services:

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- 3 hours of Mentoring meeting
- Certified ace to Coach trained in ACSTH approved Program by ICF

COACHING OPERATIVO MODULES

	ACSTH intro + essential modu	ACTP advanced modul	
synchronous hours	66 hours	68 hours	134 hours
asynchronous hours	15 hours	11 hours	26 hours
core competencies	65 hours	64 hours	129 hours
resource development	16 hours	15 hours	31 hours
Total hours:	81	79	160 hours ACTP



Theoretical component

The Delivery Is carried out based on The MEDAS® model that structures in five phases of The Learning sequence:

Motivation

Conceptual explanation

Guided demonstration

Practical Action

Domain sequence

The model includes the key Points of The Training Program and structures The resources, under that The following Requirements Are: Ensure that The student Is motivated, under that he is willing To do What Is asked of you during Training.

Provide Clear Information about What you are supposed to do and What you are supposed to do learn how to do it right (target performance).

The Presentation of The Concepts of The model, will be Made through The use of coaching

Group and individual and Group work.

“ *The course You exceeded all my expectations, since I have been able to put into Practice all The Knowledge acquired under far in a structured, Operational and effective way. The result of The Experience lived an The atmosphere that has been generated during The course You been excellent and magical* ”

Montse Taboada

HR CONSULTANT AND COACH



Training Methodology

Practical component

This program is delivered in spanish, catalan and english language.

In the Coaching Practices, we Will Work through The modality of The progressive Wave, To

Facilitate the successive internalization of the stages of the coaching conversation. Triads (coach, coachee and observer) will be made to carry out the practices of the coaching conversation. The participant will receive multi-source feedback to increase Learning and Identify

STIs strengths and Areas for improvement. This type of feedback

allows the student to obtain from their practices:

Awareness of Action

Activation of The Learning

Incorporating Changes and improving Results



NEW DATES

COACHING OPERATIVO ACSTH Introductory and essential moduls

friday afternoon: from 16:00 until 21:30

saturday morning: from 09:00 until 14:30

COACHING OPERATIVO ACTP Advanced modul

Friday afternoon: from 16:00 until 21:30

Saturday: from 09:00 until 21:00

October 20 & 21 2023

November 10 & 11 2023

December 15 & 16 2023

January 19 & 20 2024





Introductory + Essential
2.700 €

ACSTH

Advanced
2.700 €

ACTP

Registration and Pre-registration

30% of The Registration when Pre-enrolment (non-refundable in case of Withdrawal from the program).

The remaining amount must Be paid three (3) weeks before The Start of The course.

Payment

Payments Are received by bank transfer, Credit card or PayPal.
Payment **dog** bee made once the student receives the invoice.
Discuss payment facilities.

How to enroll

The registration form Is requested, by contacting
Yolanda Fortes: by calling + 34 686 170 692
or By sending an email To:

yfortes@grupoemocion

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*It has been an endearing **and** valuable experience that You transformed and enriched my new position. professional and personal. I have discovered treasures that will accompany me in the profession and in life forever. I feel great gratitude and respect for all of you who have made this experience possible. And now it is my commitment to make the trip light of luggage. I greet your heart and human beauty.*

Inma Peñaranda
COACH & CONSULTANT MUSARION