

ICF Competency	Skills Assessed	Will not pass if...
#3- Establishes and Maintains Agreements	<ul style="list-style-type: none"> <li>• The clarity and depth in Coach and client reach an agreement on what the client wants to accomplish in the session.</li> <li>• The coach invites the client to identify their desired coaching outcome.</li> <li>• Coach attends to the agenda set by the client throughout the session unless the client indicates otherwise.</li> <li>• Coach shows curiosity about the client and how the client relates to what they want to accomplish.</li> </ul>	<ul style="list-style-type: none"> <li>• If the coach chooses the topic for the client or if the coach does not coach around the topic the client has chosen.</li> </ul>
#4 Cultivates Trust and Safety	<ul style="list-style-type: none"> <li>• Coach acknowledges client insights and learning in the moment.</li> <li>• Coach explores the client's expression of feelings, perceptions, concerns, beliefs, or suggestions.</li> <li>• Coach expresses support and concern for the client, which may focus on the client's context, problem or situation, rather than the client holistically.</li> </ul>	<ul style="list-style-type: none"> <li>• The coach demonstrates significant interest in the coach's own view of the situation rather than the client's view of the situation.</li> <li>• If the coach does not seek information from the client about the client's thinking around the situation.</li> <li>• If the coach is unsupportive or disrespectful to the client.</li> <li>• If the coach's attention seems to be on their own performance.</li> <li>• Demonstration of knowledge about the topic rather than on the client.</li> </ul>
#5- Maintains Presence	<ul style="list-style-type: none"> <li>• Coach is curious throughout the session.</li> <li>• Coach acknowledges situations that the client presents.</li> <li>• Coach allows the client to direct the conversation at least some of the time.</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrates significant interest in the coach's own view of the situation rather than exploring the client's view of the situation.</li> <li>• Does not seek information from the client about the client's thinking around the situation or is unresponsive to that information.</li> <li>• The coach consistently directs the conversation.</li> <li>• The attention seems to be on the coach's own performance or demonstration of knowledge about the topic.</li> </ul>

#6- Listens Actively	<ul style="list-style-type: none"> <li>• Coach uses summarizing or paraphrasing to make sure they understood the client correctly.</li> <li>• Coach makes observations that support the client in creating new associations.</li> <li>• Coach co-creates a shared vision with the client.</li> </ul>	<ul style="list-style-type: none"> <li>• Does not demonstrate listening that is focused on and responding to what the client communicates.</li> <li>• The coach's responses are not related to what the client is trying to achieve.</li> <li>• The coach appears to be listening for the place where the coach can demonstrate their knowledge about the topic or tell the client what to do about the topic.</li> </ul>
#7- Evokes Awareness	<ul style="list-style-type: none"> <li>• Coach inquiries about or explores the client's ideas, beliefs, thinking, emotions, and behaviors in relation to the desired outcome.</li> <li>• Coach supports the client in viewing the situation from new or different perspectives.</li> <li>• Coach acknowledges the client's new awareness, learning, and movement toward the desired outcome.</li> </ul>	<ul style="list-style-type: none"> <li>• The coach focuses consistently on instructing the client or sharing the coach's own knowledge, ideas, or beliefs.</li> <li>• If the majority of the coach's questions are leading or contain pre-determined answers by the coach.</li> <li>• If the coach's questions and explorations attend to an agenda or issues not set by the client but set by the coach.</li> </ul>
#8- Facilitates Client Growth	<ul style="list-style-type: none"> <li>• Coach asks questions to support the client in translating awareness into action.</li> <li>• Coach partners with the client to create or confirm specific action plans.</li> <li>• Coach supports the client to close the session.</li> </ul>	<ul style="list-style-type: none"> <li>• The coach insists the client carry out specific actions prescribed by the coach.</li> <li>• The coach suggests actions or steps to the client that do not have a clear relationship to the client's stated agenda. The coach does not invite the client to identify or explore how the client's learning can be applied to future actions or activities that support the client's agenda.</li> <li>• If the coach does not support the client to close the session.</li> </ul>