



# The Sherpa Executive Coaching Certification



## Instructors:

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and/or

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## Websites:

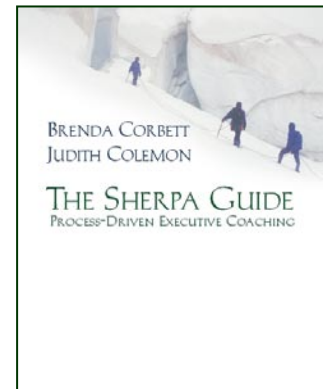
Class notes and assignments: [www.sherpacoaching.com/class](http://www.sherpacoaching.com/class)

**Course description:** This course, taught by Brenda Corbett and /or Judith Colemon, co-authors of "The Sherpa Guide: Process-Driven Executive Coaching", will examine and elaborate upon the Sherpa process for executive coaching. The class involves 60 hours of class time, spread over two week-long classes. In between weeks One and Two, students will work with a practicum coaching client, and work with a coaching consultant as the process unfolds.

## Course Content:

The fundamentals of coaching are covered in depth, including

- Definitions: What executive coaching is, and needs to become.
- Communications styles for coach and client
- What does it take to be a good coach?
- Who needs a coach?
- Why does coaching need a process?
- The Sherpa Stance: keeping coaching professional.
- What questions do I ask while I am coaching? Framing the question
- How can I tell if my client is 'getting it'?
- How can I tell when my client is finished?



The Sherpa process involves six phases, with comprehensive exercises, assessments and activities associated with each phase. The student will learn how to work as a professional coach using this process, and understand why the process enables successful business coaching. Based on the 340-page text, the authors will provide insights into the application of the Sherpa coaching process.

The course will be peppered with examples from the experience of the author / instructors, adding depth to the content of the book. Demonstration assignments will guarantee that students acquire the assured ability to coach in any business environment, with clients at any management level. The student binder is 250+ pages designed to support this learning experience.



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## Course Overview

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### Week One

*Monday- Morning (8:15-11:45)*

#### **Introduction to Sherpa Coaching**

Definition of Coaching

Principles of Coaching

Introduction to the Sherpa Coaching Process

Lessons from the Sherpa

*Afternoon (12:45 - 4.30)*

**DiSC®** results (the assessment will be taken online prior to class)

Communication needs

How your DiSC aligns with qualities of a good coach

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*Tuesday -Morning (8:15-11:45)*

The Case for Coaching

Coaching issues

**What Makes a Good Coach?**

The traits of a successful coach

*Afternoon (12:45 - 4.30)*

Coaching Tips

The Sherpa Stance

**Phase One: Taking Stock**

Process Overview

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**Wednesday - Morning (8:15-11:45) -**

**Phase One: Taking Stock**  
Self Discovery – Personal Inventory

**Afternoon (12:45 – 4:30) -**

**Phase One: Taking Stock continued**  
Self Discovery – Discovery Shield  
Who am I?  
Agreement

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**Thursday**

**Morning (8:15-11:45) -**

**Phase Two: Global View**  
Support Mountain  
Perception  
Values

**Afternoon (12:45 – 4:30) -**

**Phase Two: Global View**  
Change Management  
PQM

**Phase Three: Destination**  
Weakness Mountain

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**Friday**

**Morning (8:15-11:45) -**

**Phase Three: Destination continued**  
Weakness Mountain  
Expectation Mountain  
Logistics

**Next Step: Preparing for Practicum Client**  
Instructors' Q & A  
Process cross-reference: Book, Journal, Timelines  
Summary and conclusion



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## Week Two

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*Monday -Morning (8:15-11:45)*

Review of mid-term assignments  
Recap and Summary of Week One  
Questions and Concerns  
Open discussion of Practicum  
Introduction to Charting the Course

*Afternoon (12:45 – 4:30) -*

**Phase Four: Case Study**  
Charting the Course:  
Relational Route

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*Tuesday -Morning (8:15-11:45)*

**Phase Four: Case Study**  
Charting the Course:  
Relational Route

**Phase Four: Case Study**  
Charting the Course:  
Organizational Route

*Afternoon (12:45 – 4:30) -*

**Phase Four: Case Study**  
Charting the Course:  
Organizational Route

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**Wednesday -Morning (8:15-11:45) -**

**Phase Four: Goal Setting**

Defining Needs

Identifying Barriers

Q.U.E.S.T.I.O.N.

The Sherpa's Personal Toolkit

*Afternoon (12:45 – 4:30) -*

**Phase Five: Agenda**

Commitment

Accountability – Attitude

The Accountability House

Browsing the Journal

Long Term Outlook

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**Thursday- Morning (8:15-11:45) -**

**Phase Six: The Summit**

Support

Follow up

**The Process Makes the Difference**

**Summary, conclusions and wrap up**

**Continuing support**

**Graduation and presentation of certification**

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# The Sherpa Executive Coaching Certification Assignments



## *Prior to Week One:*

**Text:** Read "The Sherpa Guide: Process-Driven Executive Coaching" in its entirety. The book will be sent from the University two weeks in advance of the class.

**Research:** Find two business-oriented coaching processes on the Internet. Prepare a written description of and commentary on, each one for discussion in class. Spend some time on the internet to develop a feel for different types of coaching, other than business-based.

**Practicum Readiness:** Locate a practicum client: a colleague, or acquaintance willing to be coached at no charge between weeks One and Two. Your instructors will review and discuss your choice during class.

Working with a Practicum Client (PC) is not mandatory, but is highly recommended. Arrange a prospective PC before you attend your first class session.

The relationship between coach and PC is very important. Finding the right person is part of the learning process. Here are some criteria to help you locate the right PC:

- Find a PC that is on board with the coaching concept.
- Find a PC in a non profit that could never afford a coaching engagement.
- Find a PC who works for a colleague or friend, who hasn't worked with you..
- Find a PC you are acquainted with, but have no work history with.

Don't:

- ask a relative
- ask a fellow employee, or someone who shares your office space.
- ask a business colleague that you have a lot of work history with.

Before the first week of class, discuss the 12-week, one hour a week commitment with your potential PC. Tell your PC that your first meeting will be held the week following your first class session, pending instructor's approval.

We will discuss and approve your prospective PC during the first week of class.

**DiSC** - This work style assessment must be completed on line 72 hours prior to class.

## ***Mid-Term (between class weeks)***

**Phone appointment.** You will discuss your practicum experience with a coaching consultant in a weekly phone appointment. You must be available at your designated day and time for practicum support.

**Reading:** Re-read Chapters 7-12, "The Sherpa Guide: Process-Driven Executive Coaching"

### ***Homework # 1: Due by the end of the first week of class***

Go to website: [www.sherpacoaching.com/class/101.html](http://www.sherpacoaching.com/class/101.html)

Read about DiSC© validity, and the white paper comparison of DiSC© and Myers-Briggs.

Write a minimum of one paragraph explaining your opinion and your position on use of both work style assessments (DiSC and Meyers Briggs).

What are the strengths and weaknesses of each?

Please turn in this assignment by email, by the end of week one, to [info@shepacoaching.com](mailto:info@shepacoaching.com)

### ***Homework # 2: Due the second week of class.***

Writing assignment: Create, in writing, your version of the Sherpa Process. How would you explain each phase to a client?

Taking Stock  
Global View  
Destination  
Charting the Course  
Agenda  
The Summit

This writing assignment is to create one page or less of text, with two or three sentences for each phase.

If you were meeting someone who did not know the Sherpa process, what would you say?

Please hand it in during week two of class, or email to: [info@shepacoaching.com](mailto:info@shepacoaching.com)

*Evaluation and certification grades are based on attendance for at least 85 % of class hours, and:*

Participation and contribution	40%.
Quizzes, Tests and Homework	60%.