



# Coach Training Series

**INSTRUCTOR:** JESSICA JENKINS  
LPC, LADC/MH, BCC

**LOCATION:** ONLINE ON-DEMAND  
VIRTUAL TRAINING

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## ABOUT THE TRAINING

This series equips coaches with foundational, advanced, and specialized skills to meet the Board Certified Coach (BCC) educational requirements through the Center for Credentialing and Education (CCE). Each part builds on the previous one, providing coaches with deeper insights and perspectives on coaching techniques and practice management. Coaches may complete individual parts or the entire program to fulfill professional goals.

This training ensures that coaches not only meet the educational requirements for the BCC credential but also develop the practical skills needed to launch and sustain a thriving coaching practice. Upon completion of the entire program, coaches will be well-prepared to pursue BCC credentials, with the option to earn specialty designations.

Learn more about becoming a Board Certified Coach by viewing our [playlist](#).

For more information, visit:

[www.mentalhealthwellnessmhw.com/certification-courses](http://www.mentalhealthwellnessmhw.com/certification-courses)

## CERTIFICATE OF COMPLETION

Upon successful completion of each part, participants will receive a certificate of completion.

## TRAINING CREDENTIALS

Mental Health Wellness LLC is a Center for Credentialing & Education (CCE) Registered 1049-BCC training provider. This training is approved for 120 hours of BCC training and CE's.



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## ABOUT PART 1 COACH TRAINING

Meets the educational requirements for the Board Certified Coach credential for Master-level NCCs, licensed mental health professionals, and those with a PhD, PsyD, MD, or DO in social or behavioral sciences for a total of **30 hours** of training and CEs.

**PART 1 COACH TRAINING:** 30 Clocked Hours

**REQUIRED TEXTBOOK:** *The Coaches' Handbook: The Complete Practitioner Guide for Professional Coaches*, (1st Ed.) by Jonathan Passmore

**OPTIONAL TEXTBOOK:** *Co-Active Coaching*, (4th Ed.) by Karen Kimsey-House, Henry Kimsey-House, Phillip Sandhal, Laura Whitworth

**TOPICS COVERED:** 10 Focus Areas

- BCC Credential Significance
- Code of Ethics in Coaching
- Goal-Setting Techniques
- Active Listening Skills
- Understanding Client Backgrounds
- Assessment Tools in Coaching
- Coaching Approaches
- Rapport-Building Techniques
- Client-Centered Communication
- Digital Tools and AI



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## ABOUT PART 2 COACH TRAINING

Upon completing Part 1, Part 2 fulfills the educational requirements for the Board Certified Coach credential, bringing the total to **60 hours** for those with a Master's degree or higher in social or behavioral sciences.

**PART 2 COACH TRAINING:** 30 Clocked Hours

**REQUIRED TEXTBOOK:**

*The Complete Handbook of Coaching*, (2nd Ed.) by Elaine Cox, Tatiana Bachkirova, David Ashley Clutterbuck

**OPTIONAL TEXTBOOK:**

*Co-Active Coaching*, (4th Ed.) by Karen Kimsey-House, Henry Kimsey-House, Phillip Sandhal, Laura Whitworth

**TOPICS COVERED:**

10 Focus Areas

- Ethical and Professional Standards
- Coaching Business Practices and Professional Development
- Agreements and Goal-Setting
- Positive Psychology in Coaching
- Coach Presence and Applied Skills
- Asking Powerful Questions
- Effective Coach-Client Communication and Rapport
- Overcoming Client Resistance
- Facilitating Client Growth and Accountability
- Cultivating Resilience in Clients



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## ABOUT PART 3 COACH TRAINING

Upon completing Parts 1 and 2, Part 3 fulfills the educational requirement for the Board Certified Coach credential for those holding a Bachelor's degree or higher in any field, totaling **120 hours** of training or CEs.

**PART 3 COACH TRAINING:** 60 Clocked Hours

**REQUIRED TEXTBOOK:** *Coaching Psychology Manual*, (2nd Ed.) by Margaret Moore

**REQUIRED TEXTBOOK:** *The Coaching Manual*, (4th Ed.) by Julie Starr

**REQUIRED TEXTBOOK:** *Co-Active Coaching*, (4th Ed.) by Karen Kimsey-House, Henry Kimsey-House, Phillip Sandhal, Laura Whitworth

**TOPICS COVERED:** 15 Focus Areas

- Designing Coaching Sessions
- Appreciative Inquiry
- Coaching Techniques for Change
- Nonviolent Communication
- Emotional Intelligence in Coaching
- Differences Between Therapy and Coaching
- Strengths-Based Approaches
- Evaluating Coaching Effectiveness
- Feedback in Coaching
- Dealing with Ethical Dilemmas
- Client Motivation and Accountability
- Coaching Techniques for Change
- Networking and Professional Development
- Working with Difficult Clients
- Technology in Coaching