



GLOBAL
LEADERSHIP

E X P A N D



2024/2025

Coach Training

For leaders, HR professionals and coaches

Certificate in Coaching

Accelerate your development and learn powerful techniques to motivate others with Expand coaching program approved by the International Coach Federation (ICF).

Get the best out of yourself both personally and professionally and learn how you can motivate others to thrive and improve on the ICF-accredited Certificate in Coaching for Managers, Executives and coaches' program.

Coaching is a well-recognized method for personal and professional development, based on academic research and proven psychological approaches to leadership. Our Certificate gives you a unique opportunity to build your coaching skills in action. Delivered by some of Denmark's highest ICF certified coaches, it emphasizes practical personal training to ensure you get measurable results.

After completing the program, you will receive a Certified Coach Diploma from Expand.

Who is the training for?

Managers, Executives and coaches, leaders or HR professionals.

Anyone who would like to be certified as a coach.





How you benefit:

- Develop yourself personally and professionally
- Master highly efficient coaching skills
- Learn to use proven coaching tools, both as a coach and in your leadership
- Accelerate growth and performance in your team and organization
- Explore different approaches to coaching with our highly experienced coaches

Program

Structure and content

To ensure you develop the best skills, the Certificate in Coaching Program includes knowledge and research from various academic fields.

We take a pragmatic approach to teaching that combines various methods, including face-to-face training, group sessions, mentor coaching, supervision in small groups and online learning. All elements are compulsory and contribute to your overall development, so you can successfully integrate both theoretical knowledge and practical skills.

Training program

The program consists of:

- Four modules rolled out over nine days – with the entire group.
- Observed coaching sessions (during some modules) plus one online session in small groups with a faculty member
- Two mentor coaching sessions in small groups (3.5 hours each) with mentoring and supervision from faculty members
- Online learning with videos to review theory
- Three written assignments
- Training in small groups between modules
- Studying training manuals, books and relevant articles

Modules

The program consists of four modules, which are structured to ensure you get the optimum mix of theory and practical training. In each module, you get to put theory into practice through carefully designed exercises and training in small groups.

Module 1 is a three-day session in Copenhagen; the other three modules are a mix of 3 x ½ days of teaching online or 2 days physical meeting in Copenhagen.

Modules

■ **Module 1**

- What is coaching and what is it not
- A model for the coaching conversation
- The coaching mindset
- Training with feedback

■ **Module 2**

- Systemic key concepts in coaching
- Active and attentive listening
- Powerful questions
- The coach's position in the conversation

■ **Module 3**

- Coaching presence – the meta position
- Tools for creating deeper insight and change
- Coaching in leadership
- Psychological mechanisms

■ **Module 4**

- Values and motivation
- Intuition
- The premises of change
- From feedback to feedforward

Content

To ensure you get the most out of the course, the teaching focuses on learning through practical training, with the theory naturally woven in. We create a psychologically safe group in which you can develop as a human being and acquire the various coaching skills you need for effective and authentic coaching. We provide feedback to practical training and give individual support to ensure you achieve your personal goals.

Through the course, you will acquire the tools you need to use coaching in many different contexts. You will master the coaching conversation, as well as other essential coaching skills, such as the ability to listen and ask effective questions in different situations.

Training with feedback

In module 1, you have your first coaching session with feedback. In the following modules, you practice your coaching skills and receive individual feedback from faculty members.

In between module 2 and 3, you participate in an observed online session in small groups. Each participant coaches one of the other participants for approximately 30 minutes and then receives feedback from their fellow students and faculty.

In the two mentor coaching sessions after module 3 and 4, you meet online with 3-4 other participants and a mentor. Together, you work to integrate your coaching competencies and improve your skill level.

■ Online learning and preparation

In preparation for each module, you watch videos that present the theory to be covered in that module and read theory from the manual and relevant articles. You will also do 3 written assignments.

■ Training groups

Each participant is affiliated to a training group. These groups are formed in module 1 and meet at least once between each module for approximately 3 hours to practice, train and exchange experiences.

■ Written and practical examination

The examination takes place over 3 days. In total, you should allow two half-days for the process.

The written examination takes place on the morning of the first day. The practical examination is held over the following days. During the practical examination, you must coach one of the other participants for 25 minutes, with two faculty members present. You then receive thorough feedback.

If you pass the examination, you will have the title Certified Coach from Expand. On the certificate it will state that the program is part of Expand's ICF Level 1 accredited program.

ICF ACC Certification

Level 1 program

To be able to obtain the full ICF accredited level 1 program, you will need the certification package.

In addition to having completed the Certificate in Coaching, to achieve this level of certification, you must:

- Be able to document 100 hours of coaching
- Have received a further three individual mentor coaching hours
- Pass an oral evaluation (requires a recording of a 30-45 minute coaching session with full transcription)

If you would like the ACC Level 1 certification, you can purchase our certification package, which includes the three individual mentor coaching hours and the oral examination at the ACC level.

It is possible to take the certification examination with Expand after you have documented 40 hours of coaching. You will then be able to apply ICF for the ICF ACC certification once you have completed a total of 100 hours of documented coaching.

You will have to pay a fee directly to ICF (175 USD for members and 325 USD for non members) and pass an online multiple choice test when you apply (ICF credentialing exam).

You can register for the ICF ACC certification package at any time, as it will be an individually planned process.

Practical information

The tuition includes

74.5 hours of ICF-approved teaching, course materials and evaluation.
Level 1 is 78,5 hours.

Training dates and times

It is important that you attend all days of the course, so please reserve them in your schedule. If you are unable to attend on one or more days, we can usually offer replacement teaching at an additional fee.

Price

The full level 1 program incl. Certification Package: 45.000 SEK + VAT
Certificate in coaching: 39.000 SEK + VAT

The faculty

We want you to get the best possible training, so you can reach your full potential as a coach. Our faculty team of coaches are all ICF-certified and have taught together for many years. The Head of Faculty, Annette Kledal, is one of the few coaches in Denmark certified at the highest ICF level (MCC).

During the program, you also work with teaching assistants. Their role is to provide individual feedback and support to help you maximize your learning. Teaching assistants may also be present at some group meetings.

Annette Kledal, Head of Education

Annette Kledal, CEO of Expand, is an ICF Master Certified Coach, MCC. She also has a Master Practitioner Diploma in Systemic Team Coaching from AoEC and a Diploma in Coaching Mastery from ITS. In addition, Annette is an NLP Trainer and a trained systemic consultant from DISPUK. She has coached managers and teams, and educated coaches, for more than 20 years.

Annette founded Expand in 1998 and became an ICF-certified coach in 2006. Before changing careers in 1998, she was a dentist with a private practice.



Christophe Kittel, Faculty

Christophe Kittel is an Associate Certified Coach (ACC-ICF), International Systemic Team Coaching Certified (Academy of Executive Coaching). He also has a master's degree in International Business and Corporate Finance.

Christophe focuses on leadership development and cross-cultural challenges. He has had an international career, working for more than 25 years at corporate level for a number of companies, including L'Oréal.



Modules, Copenhagen and Online

Modul 1

Copenhagen/Dragør 9.00-16.30
February 5th - 7th 2025

Modul 2

Online 8.30-12.30
March 17th - 19th 2025

Modul 3

Copenhagen/Dragør 9.00-16.30
April 22nd - 23rd 2025

Modul 4

Online 8.30-12.30
June 2nd - 4th 2025

**Exam online and in
Copenhagen/Dragør**
Written exam – online:
September 10th 2025

**Observed coaching session
and mentorcoaching sessions**
Online 8.30-12.30

Observed coach session:
April 10th 2025

Mentorcoaching session 1:
May 20th 2025

Mentorcoaching session 2:
August 12th 2025

Repetition
Online 15.00-16.30
August 25th 2025

**Performance evaluation,
coaching session – online or in Dragør:**
September 11th and 12th 2025

*Reserve both dates until after module 3
where the plan for oral performance
evaluation is made.*

Dates and location



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