



DoD Coach Training Program Fact Sheet

Background

- The Federal Internal Coaching Training Program (FICTP) started within the Department of Health and Human Services (HHS) in 2012 and was International Coaching Federation (ICF) accredited in 2014
- DoD participated in the HHS cohort in 2024 and the first DoD Coach Training Program Pilot (DODCTP) Level 1 ICF accredited training cohort begins in July 2025

What is Coaching?

- Collaborative, client-driven process that includes coaches supporting clients with:
 - o Goal setting – defining and clarify their goals
 - o Action planning – developing specific steps and strategies to achieve their goals
 - o Accountability – to make progress toward their goals

Considerations for nominees

- Highly competitive application process
- Realistically evaluate course requirements and obtain supervisor approval and support
- Commit to attending and completing all course requirements
- Successful completion of the training qualifies the Coach-In-Training to become a DoD coach and pursue ICF certification, which has additional requirements
- Similar training in the civilian sectors costs over \$11K

Program requirements

- Participants are responsible for completing training and tracking program requirements
- Attendance at all scheduled sessions is mandatory
 - o Training framework encompasses 80 hours consisting of 35 core competency hours, 30 asynchronous hours, 10 success sync hours, and 15 pod time hours
 - o Dedicated program participation (no driving, no public spaces, etc.)
 - o Training days should be blocked out as an alternative duty site
- System access requirements
 - o Virtual attendance via Microsoft Teams (with camera and microphone)
 - o Learning Management System requires a Moodle account
- Proactively seek out DoD personnel to coach as specified in course requirements
- Provide feedback to improve the training
- Complete all required training and curriculum and sessions
 - o Attend mandatory program orientation
 - o Complete program orientation, synchronous & asynchronous courses and reading assignments
- Provide a minimum of 24 hours of coaching to DoD personnel during paid duty hours
 - o Coach at least 4 different coaching clients to reach the 24-hour requirement
- Receive at least 6 hours of coaching from a program coach
- Session recordings
 - o Submit 3 recorded and transcribed coaching sessions between 30-45 minutes in duration demonstrating the core competencies as outlined in the course requirements
 - o Complete and submit self-evaluations