

**e-CCMP CERTIFIED COACHING AND MENTORING PROFESSIONAL**  
PLUS CERTIFICATE IN PERFORMANCE COACHING AND CERTIFICATE IN ADVANCED COACHING AND MENTORING  
*with e-Learning and e-Workshop*



**ACSTH**  
Approved Coach Specific Training Hours  
International Coach Federation

**83 ACSTH**



**MISSION: TRANSFORMING LEADERS AND CHANGING THE WORLD FOR THE BETTER**

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## IN COLLABORATION WITH FOUR OF ITD WORLD'S TOP MEGA GURUS



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### WILLIAM J. ROTHWELL

- Best Selling Author of Over 100 HR and Management Books
- World Renowned Consultant and Professor, Pennsylvania State University



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### THOMAS G. CRANE

- Author of bestselling book The Heart of Coaching
- World renowned consultant and facilitator



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### PETER CHEE

- ITD World's Chief Coach who has developed leaders from over 80 countries
- Author of Coaching for Breakthrough Success and Inventor of the Situational Coaching Model



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### JACK CANFIELD

- World's Top Guru on Success and Peak Performance
- Guinness Book of World Records for Most Books on NY Times Best Sellers List

# EFFECTIVE COACHING AND MENTORING FOR SUSTAINABLE SUCCESS



Our **CCMP** program empowers you to multiply your value to your organization, loved ones and the world through effective coaching and mentoring to produce sustainable results. Coaching and mentoring is definitely a highly rewarding and fulfilling work for a lifetime.

The programs brings together the best in the industry solutions in collaboration with four of our **top Mega Gurus** comprising **Dr. Peter Chee, Dr. William J. Rothwell, Dr. Jack Canfield and Thomas G. Crane.**

Coach people towards outstanding results by drawing out the best solutions from them. This creates a tremendous sense of ownership, accountability and commitment from the coachee to enable greater accomplishments in work and life.

Achieve accelerated results and growth when you share your wealth of experience, connections and expertise as a mentor. Teach, advise, guide and support your mentee on the journey to outstanding results.

Master advanced coaching and mentoring techniques to use in synergy to coach and mentor your people throughout their life to obtain breakthrough results. Enter the highly rewarding world of professional coaching and mentoring to experience a life of great rewards and fulfilment.

## WHAT MAKES THE CCMP PROGRAM OUTSTANDING?

- ◆ The best combination of design and intellect from the world top coaches, mentors and peak performance gurus.
- ◆ **Full online access** to ITD World's e-Learning solutions to learn anytime, anywhere.
- ◆ **Recognition and approval by the International Coach Federation (ICF)**, the world leading non-profit professional body for coaching.
- ◆ **Training, coaching, mentoring, experiential and action learning** in an all in one comprehensive results-based learning solution.
- ◆ **Cutting-edge tools, e-Workshops,** and learning materials to support effective learning, application and research.
- ◆ **A continuous learning intervention** over six months towards professional mastery of coaching and mentoring. e-Workshops delivered by the most competent and experienced facilitators and trainers.
- ◆ **A mentor coach** for learning support throughout the action learning project phase.
- ◆ **A comprehensive and effective assessment** of each participant to demonstrate attainment of bottom-line results from coaching and mentoring.
- ◆ **Motivation** to learn, apply and succeed is provided by the three awards in the program.





## METHODOLOGY

Practice sessions, role plays, videos, case studies, facilitated group discussions, coaching and mentoring activities and games, demonstrations, powerful presentations by facilitators and participants, assignments, real live mentoring and coaching in action, live mentoring and coaching action projects.

## JOIN US

This program is suitable for individuals who need to lead and develop others in both private and public sectors including CEOs, Directors, Senior Executives and Managers plus those seeking to develop their competencies to be a coaching and mentoring professional.



## PROGRAM MAP



### THE 3 PHASES



### THE 3 AWARDS



- Note: 1. Self-paced e-Learning applicable in all phases (e-Learning for each course needs to be completed before joining e-Workshop sessions)  
2. Each e-Workshop will be 4 to 4.5hours using web conference tools

# ESSENTIAL COACHING SKILLS (ECS) 7 COACHING SUCCESS KEYS COURSE 1 (2 DAYS)



## Key Objective

At the end of the course, you will be able to apply the 7 Key Coaching Skills for Success in preparation for its effective use in Transformational Coaching.

## Outline

- Give appreciative and constructive feedback and receive feedback effectively to create awareness which leads to action by the coachee.
- Ask great questions to engage in a coaching dialogue with the coachee in all coaching conversations.
- Use Reflective and Empathic Listening in a Coaching Session.

- Prepare to coach with the awareness of one's own coaching style and the behavioral style of the coachee in a coaching session.
- Confront what needs to be confronted in a coaching session by making it safe for the coachee in a performance improvement dialogue.
- Set clear expectations, goals and objectives
- Plan and organize a coaching session as a preparatory step to a productive coaching dialogue.



# THE HEART OF COACHING (HOC)

## with Transformational Coaching **COURSE 2 (2 DAYS)**

### Key Objective

At the end of the course, you will be able to engage in powerful coaching conversations in the workplace, using the Transformational Coaching Model.



### Outline

- Relate how coaching fits into contemporary leadership models and why it is an important skill for leaders.
- Define what it means to become an effective coach and the workplace application of coaching.
- Understand the coaching culture paradigm and coaching for high performance in the workplace.
- Interpret and describe the critical distinctions between criticism, feedback and coaching.
- Understand and apply the Transformational Coaching Model.
- Elaborate the 7 types of coaching conversations that can be adopted in practice.
- Demonstrate and practice at least 5 Coaching Conversations based on important situations.
- Assess own personal coaching competency and create a personal coaching contract.
- Create an implementation plan for immediate action and impact on one's team.



# ESSENTIAL MENTORING SKILLS (EMS)

## with Power Mentoring Techniques **COURSE 3 (2 DAYS)**

### Key Objective

At the end of the course, you will be able to apply the six essential mentoring techniques in any mentoring opportunity or situation.

### Outline

- State the objectives and benefits of mentoring.
- Describe mentoring and differentiate it from coaching.
- Provide examples of mentoring categories and formats and identify their advantages and drawbacks.
- Explain the concepts of mentor and mentee readiness and how they can impact a mentoring relationship.
- Describe the 3-phase mentoring relationship framework and apply key Power Relationship skills.
- Craft Power Goals in collaboration with mentee, and generate customized, fact-based advice to help mentee achieve them.
- Describe the 4-stage modeling framework and apply Power Modeling techniques to facilitate mentee's learning.
- Practice Power Reflection and draw key learning points from the mentor's experiences or education.
- Apply Power Stories in mentoring situations that lead to insight or inspiration.
- Use Power Frames to enhance or realign the mindset of mentees for greater accomplishments.



# Coaching and Mentoring for Breakthrough Success (CMBS)

## COURSE 4 (3 DAYS)

### Key Objective

Successful completion of the course equips you with the use of advanced coaching and mentoring techniques that would help selected mentees and coaches achieve their breakthrough goals in work and life.

(A breakthrough goal is a highly challenging stretched goal that would result in a quantum leap related to a person's career and life achievements. The process of realizing a breakthrough goal ensures significant growth and development of a person)

### Outline

- Appreciate the value of a mentor coach that has the ability to mentor, coach and mentor other coaches.
- Know when and how to synergize appropriate coaching and mentoring techniques under different circumstances for optimum results.
- Assimilate and internalize The Coaching Principles (TCP) that is critical for professional mastery in coaching and how they are also useful in a mentoring relationship.
- Use the Situational Coaching Model (SCM) to tap into the genius of a great coach.
- Understand when and how to use Advanced Coaching Techniques (ACT) in the following areas and apply them in a coaching or mentoring relationship:
  1. Taking full responsibility for the results you produce
  2. Building self esteem, removing roadblocks and managing emotions
  3. Clarifying your life purpose and vision
  4. Setting effective goals and breakthrough goals
  5. Visualizing and affirming desired outcomes
  6. Planning for action and taking massive action
  7. Using feedback, learning and perseverance to your advantage
  8. Using the Law of Attraction and celebrating success
- As a coach and mentor, engage in real live mentoring and coaching action to demonstrate mastery and receive feedback on value delivered, strengths and areas for improvement from a coachee, mentee and observer.
- As a coachee and mentee, provide valuable feedback to your coach and mentor and gain valuable experience of being coached and mentored to fully appreciate what it is like.
- As an observer of live coaching and mentoring in action, accurately distinguish areas for improvement from best practices of a true professional.



# LEARNING RESOURCES



## Learning Tools

Every participant is provided with ITD World coaching and mentoring tools, templates, techniques, exercises, learning action plan and constantly updated supplementary learning capsules.



## Learning Support

A designated Mentor-Coach is made available to participants to support them to complete their post-program assignments upon completing Phase 1 and 2 of the program. Participants are also encouraged to stay in touch with each other as well as the Course Leader.



## Learning Community

Participants can join the ITD World Coaches and Mentors group on social media to connect with like-minded individuals. Those who have completed the entire CCMP will form a community of certified professionals, resource persons, and Mentor-Coaches, with ITD World, to facilitate sharing, networking and continuous learning to enhance professional competencies.



## Awards

### Phase 1

Certificate in Performance Coaching

### Phase 2

Certificate in Advanced Coaching and Mentoring

### Phase 3

Certified Coaching and Mentoring Professional (CCMP)

## COMPREHENSIVE ASSESSMENT



### A. Online assessment

A comprehensive test of understanding at the end of each course plus individual achievement learning report

### B. Course Assignments

Engage in role-plays, presentations, life coaching and mentoring sessions and assignments

### C. Coaching and Mentoring Projects

To complete and submit a comprehensive report on results produced on actual coaching and mentoring sessions over a period of 120 days

### D. Continuous Learning and Professional Ethics

Provide evidence of Continuous Professional Development (CDP) and conformance to professional ethics to continuously maintain high standards





## CCMP e-LEARNING ADVANTAGE

ITD World is a firm believer in lifelong learning. We acknowledge the challenges the modern-day executive faces on their time and energy to continuously improve. To address such issues, ITD World is now offering the entire CCMP on self-paced e-Learning mode.

With the ITD World e-Learning system, you can now learn anytime, anywhere to enhance your leadership capabilities and skills. As everything is available online, you can schedule your time effectively to maximize the opportunity to grow.

All the learning is available at the click of the button. The interface is optimized for both desktop and touchscreen devices.

In a fast-paced world, results are paramount for today's executive. Our system comes with the latest information on becoming the best coach and mentor. All materials are the latest and constantly reviewed to ensure industry relevance.

With the ITD World e-Learning system, you do not have to worry about travelling stress and expenses. We are transforming leaders and changing the world for the better by enabling you to learn from the best to be the best.

## CCMP e-LEARNING GIVES YOU

- 1. Direct-to-camera instructions and tutoring.** Course leaders speak directly to you to impart their wisdom through video.
- 2. Downloadable tools and materials.** Enhance your learning experience with the tools and learning resources available for download.
- 3. Learning activities** with post tutor briefings. Get the guidance you require to understand, internalize and apply what you have learned.
- 4. Coaching demonstrations.** See real-live coaching sessions and be inspired and empowered by the transformation happening right in front of your very eyes.

# ENDORSEMENTS AND TESTIMONIALS



**William J. Rothwell**

**Ph.D**

“The Certified Coaching & Mentoring Professional program is one of the only truly international courses in Asia that is recognized by International Coach Federation (ICF), the world’s leading professional non-profit body for coaching & approved for 83 Specific Coach Training Hours. Mentoring, coaching and growing people is one of the most fulfilling and rewarding work of a lifetime”.

“I can attest to the quality and relevancy of the content and the innovative delivery. It has strengthened my leadership abilities and enabled me to gain mastery of advanced techniques in coaching and mentoring.”

**Azman Hisham,**  
Former CEO of Securities  
Industry Development  
Corporation (SIDC)



“CCMP is a program that you can apply what you learn in real-life, improves the quality of your relationships besides realising your most compelling goals and meeting like-minded people.”

**KL Phang,**  
Principal Engineer, INTEL



“CCMP is an exceptional programme that explicitly expounds not only the benefits of coaching and mentoring, but more so on their complementing roles in unleashing one’s potential while achieving breakthrough goals.”

**Datuk Dr. Sheikh Ghazali  
Abod**  
Director, Entrepreneur  
Development Division,  
SME Bank



“CCMP is structured, professional, practical and meaningful, it led me to a great sense of fulfilment in life and work.”

**Billy Le,**  
Director of Training  
Center, FE Credit



**CCMP**  
is your headway to  
**Coaching and Mentoring Greatness**



## Dave Ulrich

Professor, Ross School of Management,  
University of Michigan,  
author of “Leadership Sustainability”

“Jack Canfield and Dr. Peter Chee have crafted the standard for anyone wanting to be an effective coach. Anyone being coached should make sure that their coach knows and follows these standards.”

## Vishal Kaul

Vice President, Pepsico

“The 12 months executive coaching experience with ITD World has been absolutely outstanding. I along with my team have achieved a complete business turnaround, exceeding all key metrics. What is even more exciting is that the results are holistic and sustainable. I am deeply grateful for such an amazing life changing journey.”



## Lars-Ake Norling

Chief Executive Officer, DTAC (part of Telenor Group, Norway)

“ITD World has been our coaching and leadership development partner for the past one year. Our talent and top leaders have shown significant improvement in the areas of strategy and goals alignment, collaboration, passion and results-orientation. We have been able to overachieve on our bottom-line business breakthrough goal. ITD World truly at the forefront of the global leadership transformation field. Thanks for the great support.”

## Lau Chze Tat

Former Factory Managing Director, Intel Vietnam

“Dr. Peter Chee and ITD World have provided innovative and effective leadership and talent development solutions to Intel for various groups and factories for many years and I must say that we have achieved outstanding breakthrough results. I can say simply that ITD world is the best leadership and talent development expert.”



## Dr. Agapol Na Songkla

Global Chief People Officer, Thai Bev Group

“ITD World has delivered excellence in all the projects. Your teams have delivered outstanding results for us and you serve from the heart to really make a big difference to our leaders. ITD World team, you are truly the best leadership development strategic partner.”

# Register

Today at:

<https://itdworld.com/elearning-CCMPB/>





**Mission**

Transforming leaders and changing the world for the better.

**Vision**

The #1 global leadership development expert.

**Core Values (LISTEN):**

Love, Innovation, Synergy, Trust, Excellence and Nurture.

**Competitive Advantage Statement:**

ITD World is an award winning Multinational Corporation that provides the world's best leadership development solutions to leading global organizations. We offer comprehensive & innovative solutions that produce superior results.


**Core Activities and Resources:**


Talent and Leadership Development; Corporate Training and Consulting; Professional Competency Certification; Mega Events and Seminars; Coaches, Mentors and Speakers Bureau; Community Services and Campaigns. Over 238 world-class programs and more than 100 dedicated mega gurus, top international resource persons, trainers, speakers, coaches and consultants from around the world.


**Exclusive Mega Gurus:**

Dr. Marshall Goldsmith, Dr. Jack Phillips, Dr. John C. Maxwell, Dr. William Rothwell, Dr. Jack Canfield, Dr. Peter Chee, Brian Tracy, Robert Tucker, Thomas G. Crane.

**Quality Certification, Awards & Publications:**

 Winner of the ARTDO International HRD Excellence Award in recognition for outstanding contribution to international Human Resource Development

 Bestowed the Brand Laureate International Award for the Best Brand in Training.

 Cutting edge books co-authored with the world's Top Mega Gurus- "Coaching for Breakthrough Success," "12 Disciplines of Leadership Excellence," "Becoming an Effective Mentoring Leader" and "The Leader's Daily Role in Talent Management".

**AWARD and RECOGNITION**



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