The International Association of Trauma Recovery Coaching

Executive Director: Bobbi L. Parish, MA, TICC, CTRC-S

Serving Trauma Survivors Building Lives They Love to Live

INITIAL CERTIFICATION COURSE SYLLABUS

August 2026

Required Reading

Complex PTSD by Pete Walker

The Body Keeps the Score by Bessel Van Der Kolk

Anchored: How to Befriend Your Nervous System by Deb Dana

Trauma Stewardship by Laura van Dernoot Lipsky and Connie Burk

Course Technology

All classes are recorded. Live Q&A sessions and groups meet online using Zoom. All information and communication about the course and the International Association of Trauma Recovery Coaching occur in our private online learning management system. A few weeks before the course begins, students will receive a link to join us there.

Learning Management System - Mighty Networks

Our Learning Management System Course Space has three tabs for you to navigate.

- **Course Path:** this is where students can access the course material including a copy of this syllabus, welcome, meet and greets, weekly classes, practice groups schedules and link.
- **Discussion Feed:** this is where students can interact with each other and our course moderator. Students can ask questions or share resources about the course material.
- **Members:** this is where you can see each member attending the course.

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Meet & Greets

We will have two Meet & Greet sessions:

Tuesday, August 11, 2026 at 11 am EST

Wednesday, August 12, 2026 at 7:30 pm EST

https://us06web.zoom.us/j/7696351765

We invite you to attend and meet our staff and your fellow students. Your presence at these important sessions, which will last 60 - 90 minutes, is highly valued and integral to our community.

Course Material in Mighty Networks

All course material is found in the 'Course Path' tab in our learning management system.

Classes

Classes are recorded for the convenience of our students so that they can fit class time into their personal schedules. Classes will open Friday morning, except for the first week which will begin on Tuesday August 18, 2026.

Course Moderator for Discussion Feed

Depending on class size, the student cohort course discussion feed will have moderators assigned to interact with and answer questions for our students.

Students can interact with each other on the course feed throughout the semester.

Moderators are committed to providing timely support, responding within 24 hours during the weekdays with answers to students' questions. This ensures that students feel secure and confident in their academic journey.

Moderators will help inspire and motivate students weekly and encourage them throughout the semester.

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Live Q&A Sessions

We will host Live Question and Answer sessions bi-weekly throughout the semester for students to ask questions about the course curriculum. Sessions will be recorded for those students who are not able to attend.

Video Recording

The Association records all live Q&A sessions. By attending, you consent to recording your presence and any interactions you may have with instructors, supervisors, or other students.

Homework

Homework is assigned throughout the course. Students can find each homework assignment in each week's Class under Homework section. All homework must be submitted in your final portfolio (a requirement for certification).

Practice Group Sessions

Students must attend several Practice Group Sessions for certification:

- Four (4) Observation Practice Group Sessions
- Nine (9) Participation Practice Group Sessions
- Five (5) Practicum Triad Group Sessions
- Five (5) Supervision Group Sessions

**** All Groups listed above must be completed prior to the end of the semester January 22, 2027 to avoid additional cost to students****

Students are responsible for keeping a record of the dates of attendance of all Group Sessions in their attendance form in their Dubsado student portal. We ask students not to attend more than **one** group – either an observation practice group, participation practice group, or supervision group – **per week** to allow all students to space their group attendance throughout the semester.

Observation Practice Groups (OPGs):

Observation Practice Groups run from **August 31st - September 25th**, offering students a unique chance to observe Trauma Recovery Coaching led by a credentialed Association Supervisor. Each session includes coaching a volunteer, with multiple

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groups weekly and space for 30 students per session. Plan to attend one hour weekly and choose the sessions that best fit your schedule.

To meet certification requirements, students must attend four sessions and track their attendance in the student portal. We encourage attending the same group weekly to observe the progression of a coaching relationship, though this is not mandatory.

Participation Practice Groups (PPGs):

Participation Practice Groups run from **September 28th - December 11th** offering students the chance to develop and practice Trauma Recovery Coaching skills as a coach under Supervisor guidance. These smaller groups provide ample practice and feedback. Plan to attend a 90-minute session each week.

Groups are offered several times weekly at various dates and times to accommodate diverse schedules. **Students must attend nine sessions to meet certification requirements and track their attendance in the student portal.**

We strongly encourage attending the same group weekly to foster strong connections with fellow participants and create a supportive environment, students may not attend more than **one session each week**. We understand schedules may not permit this, but it is recommended.

Practice Group Schedule Links:

Students can find the Association Practice Groups schedule link in the Course Path Tab in Mighty Networks.

Supervision Groups:

The Association recognizes Certified Trauma Recovery Coaches as mental health professionals, incorporating key elements of the profession, such as Supervision. Supervision provides feedback on client issues, business challenges, case studies, or group discussion topics.

For Initial Certification, students must complete **five no cost Group Supervision hours**, starting in the course's final month. No more than 2 per week can be scheduled to allow everyone space to attend for their requirements. The 'course path' tab in Mighty Networks includes links for scheduling and Zoom access. Students can choose sessions

and must record attendance in the student portal in Dubsado. Unlike Practice Groups, students can attend different Supervision Groups weekly or stick with the same one, offering flexibility to suit individual needs.

Supervision is an ongoing resource supporting coaches and is required for certification and renewal. For initial certification renewal, 35 Group Supervision hours are needed, which can be scheduled and completed over two years at the student's convenience. **Groups can be purchased at the discount rate of 9 for $80.00 or $10.00 per session for renewal requirements.**

Practicum Triad Experience

After the Participation Practice Groups, students will be assigned to a triad of students to complete their Practicum Experience. **Students will meet five times with their triad members for ninety-minute sessions to practice coaching one another. The fifth triad session is particularly important, as a Supervisor will observe via recorded video provided by the group to complete a final evaluation of student coaching skills.** This evaluation is crucial in assuring that students meet the coaching competencies.

Participation in the Practicum experience is contingent upon several factors. Students must be current on their tuition payments, have completed all of their Practice Groups, and, most importantly, complete the Practicum Orientation. This orientation, which includes reading the guidelines, watching a short video, and completing a quiz, are key steps that ensure you understand the Practicum process. More information about this will be provided during the first few weeks of class. **Remember to record the dates of attendance for each triad session in your student portfolio.

Certification and Portfolio Requirements

This overview highlights key requirements for certification and the portfolio submission process. Detailed information about your Certification and Portfolio Submission will be provided the last month of the course.

The course lasts six months, during which students must complete the course material, their practice groups, triads and supervision attendance. After the course ends, students have an additional 12 months—or a total of 18 months from the course start date—to complete all remaining certification and portfolio requirements such as their homework, the exam and client case study.

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Please consider these requirements when signing up for the course.

Certification Requirements

Before submitting your portfolio, ensure you have completed the following:

1. **Attendance**: To complete in full before the end of the semester January 22, 2027
    - Watch all Recorded Classes.
    - Attend 4 Observation Practice Group Sessions (OPGs)
    - Attend 9 Participation Practice Group Sessions (PPGs)
    - Attend 5 Practicum Triad Group Sessions
    - Attend 5 Supervision Group Sessions
2. **Homework:** completed homework from each class in the course
3. **Exam**: Pass with 80% or higher.
4. **Administrative Tasks**:
    - Update and submit your Attendance Tracker in the Dubsado portal.
    - Ensure your course fees are paid in full.
5. **Timeframe**: Complete classes, groups, triads and supervisions before the end of the semester. Homework, portfolio and exam can be completed within 18 months from the course start date.

Note: Portfolios submitted before completing these requirements will be returned.

*Information will be provided throughout the course on how to complete the above requirements.

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Portfolio Requirements

Your portfolio demonstrates your competency in Trauma Recovery Coaching and must include the following:

Section One: Coaching Video and Case Study, Policies and Procedures.

- Submit a 10-minute segment in **Gallery View** (coach and client visible).

2. **Client Case Study**:
   - Include summary of trauma history, family systems, intergenerational trauma, and mental health history.
   - Address biological, psychological, relational, and emotional impacts.
   - Develop 3 recovery goals with action steps.
3. **Additional Documents**:
   - Safety Risk Assessment.
   - Activities of Daily Living Worksheet.
   - Second Session Intake Form.
   - Policies and Procedures, including Code of Ethics, Grievance Policy, and Refund Policy.

Section Two: Homework Assignments

1. **Essays and Worksheets**

Submission Guidelines

- Combine materials into two PDF files:
  1. Section One: Video, Case Study, and Policies & Procedures.
  2. Section Two: Homework.
- Follow the provided formatting and upload instructions to Google Drive or YouTube for video links.

Submit your portfolio via the Initial Course Portfolio Form within 18 months of

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starting your course. The portfolio submission link will be emailed to students after the course has ended. Reviews are completed within 21 business days, and you will be notified of your certification status.

Please note: Certification will only be granted if students have paid their course tuition in full. Even if students complete all other requirements, the Association will hold back their certification until they pay outstanding fees.

*Information will be provided throughout the course on how to complete the above requirements.

Course, Week by Week

Classes will start Tuesday August 18, 2026 and the remaining classes will open Friday mornings.

DATE	SUBJECT
August 10th	**Welcome Section** and (Contact us, Required Reading list, Course Syllabus, Meet and Greet schedule and links, Q&A session schedule)
August 11th & 12th	**Meet and Greet Sessions** **Tuesday, 11:00 a.m. and Wednesday, 7:30 p.m.**
August 18, 2026	**Course Introduction** a. Observation Practice Groups Overview, Schedule and Links Open
August 21, 2026	**Introduction to Trauma Recovery Coaching as a Career**
August 28, 2026	**Introduction to Trauma and Trauma's Impact on Children**

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August 31, 2026	**Observation Practice Groups Begin**
September 1, 2026	**Live Q&A 11:00 am ET**
September 4, 2026	**Attachment and Psychosocial Development**
September 11, 2026	**Intergenerational Trauma and Genograms** a. Participation Practice Groups Overview, Schedule and Links

September 16, 2026	**Live Q&A 7:30pm ET**
September 18, 2026	**The Multi-Dimensionality of Trauma Survivors**
September 25, 2026	**Observation Practice Groups End**
September 25, 2026	**Trauma's Impact on Adults: Biological**
September 28, 2026	**PPG's Begin**
October 2, 2026	**Traumas Impact on Adults: Psychological**
October 6, 2026	**Live Q & A 11:00 a.m.**

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October 9, 2026	**Trauma's Impact on Adults: Emotional and Relational** a. PPG Coaching Competency Video for weeks 1&2.

October 16, 2026	**Multi-Focal Aftereffects of Trauma**
October 21, 2026	**Live Q & A 7:30 p.m.**
October 23, 2026	**Attunement and Basic Coaching Skills** a. PPG Coaching Competency Video for week three
October 30, 2026	**Trauma Recovery Coaching Skills, Part One: The Neuroscience of Attunement** a. PPG Coaching Competency Video for week four
November 3, 2026	**Live Q & A 11:00 am ET**
November 6, 2026	**Trauma Recovery Coaching Skills, Part Two: Resourcing** a. PPG Coaching Competency Video for week five
November 13, 2026	**Trauma Recovery Coaching Skills, Part Three: Process & Structure** a. Practicum Orientation Overview and Process b. PPG Coaching Competency Video for week six

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November 18, 2026	**Live Q & A 7:30 p.m. EST**
November 23- November 27, 2026	**Thanksgiving Break**

November 27, 2026	**Trauma and Adaptive Coping Strategies:** Addictions, Disordered Eating, Self-Harm, Suicidality
November 30, 2026	**Practicum Orientation Begins** a. Practicum Triad Overview, feedback worksheet and attendance (Video, Guidelines, Quiz Opens)
December 1, 2026	**Live Q & A 11:00 a.m. EST**
December 4, 2026	**Initial Appointment Protocols** **2nd and 3rd Appointment Protocols**
December 11, 2026	**End of PPG Groups**
December 11, 2026	**Relationship Rupture and Repair** a. Practicum Orientation Ends b. Supervision Schedule and Links go out c. Exam Study Guides and Links go out
December 14, 2026	a. Practicum Triads Announced b. Supervision Groups Begin
December 16, 2026	Live Q & A 7:30 p.m

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December 18, 2026	**Spirituality In Recovery- In Trauma Healing** a. Exam Practice Questions 1-10
December 21, 2026 - January 1, 2027	**Christmas and New Year Holiday Break**
January 1, 2027	**Coaching as Business: Branding, Marketing, and Systems** a. Exam Practice Questions 11-20
January 5, 2027	**Live Q & A 11:00 a.m. EST**
January 8, 2027	**Policies, Procedures, Safety and Liabilities** a. Exam Practice Questions 21-30
January 15, 2027	**Self-Care for Coaches** a. Exam Practice Questions 31-40
January 16, 2027	**Study Session Recording 1:00 p.m.**
January 20, 2027	**Live Q & A 7:30 p.m.**
January 23, 2027	**Final Class Wrap-up and Certification Requirements** a. Exam Practice Questions 41-50 b. Study Session Video

*The International Association of Trauma Recovery Coaching reserves the right to update or change the syllabus throughout the semester as needed.

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January 23rd	**Course Completes- Semester Ends** **Practicum Triad Period Ends** ***Students have until 2-15-28 to complete certification and Portfolio Requirements and to earn certification.** (helpdesk and IAOTRC business available in the course feed or at helpdesk@iaotrc.com for certification or portfolio questions until 2-16-28
January 26th-February 13th	**Association on Break -** No Supervision Groups available to schedule during this time.

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