

EIA Frequently Asked Questions

Q: What is the EMCC's European Individual Accreditation (EIA)?

A: The EIA is a Europe-wide (and beyond) recognised award that demonstrates an awarded individual is practising as a professional mentor/coach with the appropriate level of knowledge and has the ability to apply it effectively in his/her practice. The EIA sets very high standards and is recognised as a quality mentor/coach accreditation in the marketplace. It helps to further professionalize the field of mentoring/coaching by:

- Setting high standards in assessment criteria
- Measuring ability against the evidence-based EMCC Competence Framework
- Using reliable and rigorous assessment processes
- Demanding a professional, reflective approach
- Ensuring a commitment to continuing development.

Q: Is it one level fits all?

A: No; EMCC distinguishes four levels for each of its Quality Awards: Foundation, Practitioner, Senior Practitioner and Master Practitioner. Applicants decide at which level they wish to apply, based on the guidelines provided in both "Guide to Applying" documents.

Q: What is the Competency Framework?

A: The EMCC Competence Framework is based on recognition of different levels of training and experience. The evidence-based framework operates from an equivalence model that encompasses the range of experience in the field of mentoring/coaching. This approach is designed to enable applicants to benchmark their own capability indicators against those currently agreed by the EMCC. The competences and capability indicators are subject to ongoing research and, in collaboration with others, will continue to evolve over time to ensure that they continue to reflect appropriate standards of professional practice. You can download the *EMCC Competency Framework* document by clicking on the link at the bottom of each Accreditation page.

Q: What are the benefits of being awarded with an EIA?

A: Having an EIA award distinguishes you as a professional mentor/coach, with sound underpinning knowledge and the ability to demonstrate ability against rigorous standards. Specifically it:

- Provides users/buyers of mentoring /coaching services greater certainty of your competence
- Raises your personal credibility and professional standing
- Demonstrates you are continually developing and improving your mentoring /coaching ability
- Raises the credibility and standards of our profession
- Is more than a qualification – it recognises that you are able to apply good practice in mentoring /coaching
- Provides a framework for your personal development
- An up-to-date list of "EIA Holders" is maintained on the EMCC website for all to see.

Q: For how long is the EIA award valid?

A: The EIA award is valid for 5 years at which point renewal is required. EIA renewal documentation is under development, and will be completed before the end of 2012.

Q: Who is the EIA for?

A: The EIA targets individual mentors/coaches who wish to become accredited based on their competence, which many gain through EQA accredited training programmes, though this is not mandatory. The EIA is relevant for anyone involved in mentoring/coaching, whether it is just one part of the role or a main function. One can join EMCC and get accredited early on in one's experience as a mentor/coach. As developments occur awarded individuals can gain accreditation at higher levels reflecting growth ability and experience.

Q: How is accreditation different from a qualification/certification from a training programme? If I've already got a qualification why do I need this?

A: The market place is becoming more demanding and buyers want to be confident about the quality of coaches they employ. Whereas a qualification indicates that at a point in time you had a certain level of competence, accreditation indicates not only this but also that:

- You can apply that competence in practice
- You have a successful track record with clients
- You work professionally through adhering to a code of ethics and continually developing your coaching through supervision, personal development and reflective practices.

Q: If I have successfully completed a training programme given by an EQA Provider, does that mean I qualify to receive an EIA?

A: Each individual must apply for a European Individual Accreditation (EIA) award at the level they deem appropriate. Those applicants who have received training from an EQA Provider have the added bonus that their application is less costly and is much simplified (that is, assuming they are applying at the same level of their training AND the certificate was received within 2 years prior to the date of the EIA application submission).

Q: I wish to apply for the EIA – what are my first steps?

A: STEP 1: Determine your EMCC primary point of contact. French-speaking countries, Germany, the Netherlands, Sweden and the United Kingdom have entered into a license agreement with EMCC and run a local accreditation process (often with translated documents and a local pricing structure). If you reside in one of these regions/countries, you should be in contact with the appropriate accreditation manager. If you reside in any other country, you should be in contact with the EMCC accreditation manager. See contact information on the Accreditation-EIA webpage.

STEP 2: Your next step is to carefully read the appropriate *EIA Guide to Applying*—this document contains all the supporting information you should need to complete your application.

STEP 3: When you are ready to begin the application process, your accreditation manager will send you the appropriate application form, once an invoice is paid to EMCC.

Q: How do I determine which "EIA v2 Guide to Applying" I should download?

A: Once you have established contact with the appropriate accreditation manager, your next step is to determine the type of applicant you are: with EQA certificate or without EQA certificate.

You are an *EQA certificate holding applicant* if you fulfill each of the following requirements:

- You successfully completed an EQA accredited mentor/coach training programme
- You completed the training within 2 years prior to your EIA application submission date
- The programme/certificate level is the same as your EIA level of application (or higher)
- You can provide a copy of your EQA certificate.

You are a ***non-EQA certificate holding applicant***. If you fall into one of the following categories:

- You do not hold a certificate from an EQA accredited training programme
- You are applying for EIA accreditation at a higher level than your current EQA qualification.

Q: My EQA training took place more than 2 years ago - can I still apply as an EQA certificate holding applicant?

A: Yes, but you must also submit a reflective log with your *EIA v2 Application Form for EQA certificate holding applicants*. You can download the *Reflective Practice Pack* on the Accreditation-EIA webpage.

Q: My EQA certificate is at a level lower than the EIA level for which I am applying - can I still apply as an EQA certificate holding applicant?

A: No; if your EQA certificate is at a level lower than the EIA level for you wish to apply, then you must use the *EIA v2 Guide to Applying for **non-EQA** certificate holding applicants* and submit the *EIA v2 Application Form for **non-EQA** certificate holding applicants*.

Q: Is an interview a mandatory part of the accreditation application process?

A: An interview is mandatory for each Practitioner, Senior Practitioner and Master Practitioner level applicant *without an EQA certificate*. After review of the application, the assessor and verifier *may* determine that an interview is held for Foundation level applicants without an EQA or for any applicant with an EQA certificate (applying at any level).

Q: What is EMCC's assessment process like?

A: We are proud that our assessment process is reliable and robust. Applications are assessed, verified and moderated. All assessors are trained and their ability and competence creates greater rigour in the assessment process, making this the toughest and most reliable mentor/coach accreditation in the market place, providing credibility for you and confidence for users/buyers.

Q: How will you measure I'm working professionally?

A: In addition to evidence of your competence, EMCC places great importance on how the mentor/coach reflects on and applies learning from CPD, supervision, client feedback and ongoing practice. It is the quality of reflection, learning and its application that contributes to professional practice, so we demand this as well as measuring the length of experience, number of hours and clients.

Q: Is the assessment of my application kept confidential?

A: All applications are handled with strict confidentiality. All assessors have signed a confidentiality agreement with the EMCC.

Q: What will it cost?

A: Countries having signed a licensed agreement with EMCC can apply their own country pricing policy (available from accreditation managers; see Accreditation-EIA webpage). For applicants from all other countries, the pricing structure is defined by EMCC, which you can find under "Downloads" at the bottom of each Accreditation webpage.

Q: When can I apply?

A: You can apply at any time, though there are typically three submission deadlines throughout the year. You can find details of them by clicking on the sub-menu "EIA" under "Accreditation" on the EMCC website. There you can download a calendar showing the deadlines (and award dates) for the next two years.

Q: I am interested in achieving a coaching/mentoring qualification. How do I find out which training providers in my country have an EQA?

A: Go to the sub-menu "EQA" under "Accreditation" on our website. There you can download a full list of current *EQA Providers* and their contact details.

Q: I see a need to make a correction on the EIA Holder list. How do I let you know?

A: Please email any corrections to EMCC.accreditation@emccouncil.org.

Q: I want to find out more about EIA or have other questions - who do I contact?

A: First look at the information on the EMCC website, including the Accreditation page, the EIA page and this entire FAQ document. If your question isn't answered on these pages, contact the appropriate accreditation manager (see the Accreditation-EIA webpage).