



# THE INTERNATIONAL FOCUSING INSTITUTE

*carrying life and thought forward*

## **"OLD PROCESS FOR NAMING COORDINATORS"**

*This simpler method for the naming of Coordinators remains in effect during the Pilot Program for the New Process for Naming Coordinators.*

Formerly referred to as  
"GUIDELINES FOR COORDINATORS-IN-TRAINING  
TO BECOME CERTIFYING COORDINATORS"

Please note that this document has not been revised since 20013. It abbreviates Coordinator-in-Training as CNT. The newer abbreviation is CiT.

1. The Coordinator-in-Training (CNT) identifies a Coordinator who agrees to supervise him/her.
2. The Coordinator-in-Training needs to have worked out a full training program that takes people all the way through from beginning to Certification. This needs to be in writing e.g. workshops, partnering, reading materials used, and individual mentoring sessions. The program is designed by the CNT and replicates an existing program or it can reflect his or her own style and interests. Every Coordinator has a different program and we value this diversity.
3. The Coordinator-in-Training needs to have taken at least two people all the way through the program in conjunction with a current Certifying Coordinator. These Trainees need to be recommended by the current Certifying Coordinator for certification. The current Certifying Coordinator should work out with the CNT how this co-training will take place. The arrangement needs to satisfy the current Certifying Coordinator that the CNT is offering a high quality of training.
4. The Coordinator-in-Training needs to be recommended to The Focusing Institute as a Certifying Coordinator, by a current Certifying Coordinator.
5. The Coordinator-in-Training needs to want to work actively with The Focusing Institute, e.g. connecting their Trainees with the Institute, attend Coordinator meetings periodically, keep up on the web site resources, stay in touch, read posts to the Coordinator's list, develop resources and outreach, help think about the overall situation of Focusing in the world, in their interest area and in their geographic location.

These guidelines are loose and open to modifications in any particular situation. This procedure is a continuation of our apprenticeship model which protects diversity and upholds quality without a standardized curriculum.