Central New Mexico Community College Financial Coaching Training

Coaching Training Description
The CNM Center for Working Families in collaboration with the New Mexico Project for Financial Literacy offers a dynamic, interactive coaching training that combines fundamental coaching skills with strong financial content. The course purposefully pairs coaching and financial content so that participants get immediate practice and feedback on their financial coaching skills. The course is highly interactive with coaching practice during the training and between the two training sessions. The intention of the course is for participants to leave with knowledge and tools that they will be able to easily integrate into their day-to-day work life. The training has been developed to train 25-30 participants during each session. The goal is for participants to attend the entire five days of training. Substitutions of different employees in the second half of the training are not allowed. For more details and a course agenda, see the information at the end of this form.

Financial Coaching Training Details
The financial coaching training was developed by CNM Achievement Coaches, Certified Financial Planners (CFPs) from the New Mexico Project for Financial Literacy and a certified coach. This team has over 100 years of coaching and training experience and is committed to developing a training that meets the needs of the CWF community that is fun, engaging and highly experiential. Below are the financial and coaching skills that are covered during the five day training.

Coaching skills
- Accountability
- Asking permission
- Bottom lining
- Boundary issues/family
- Brainstorming
- Challenging
- Choice, planning, commitment
- Clearing
- Confidentiality
- Curiosity
- Designing the relationship
- How to deal with clients in crisis
- Intrude and take charge
- Listening skills
- Open vs. closed questions
- Partnering with client to create financial goals
- Power differential
- Powerful questions
- Problem definition
- Reframing
- Requesting
- Saboteur
- Smart goals
- Speaking the truth
- Trust
- Values

Financial skills
- Bankruptcy
- Behavioral finance
- Cash flow statement
- Credit counseling
- Critical thinking
- Debt
- Diversity / Money beliefs
- Estate Planning
- Foreclosure
- Home Ownership/Vehicle purchase
- Impact of career choice on financial status
- Investing
- Key ratios
- Money and emotions
- Money and family
- Net worth statement
- Repossession
- Risk
- Setting financial priorities
- Social Security and Medicare retirement benefits
- Using a financial calculator
## Agenda for Coaching Training

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<thead>
<tr>
<th>Day</th>
<th>Coaching content</th>
<th>Financial content</th>
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<tbody>
<tr>
<td><strong>Day One</strong> (full day)</td>
<td>Overview of coaching&lt;br&gt;Coaching foundations&lt;br&gt;Listening skills&lt;br&gt;Demonstration of coaching</td>
<td>Using a financial calculator&lt;br&gt;Career choice as it impacts a person's financial situation&lt;br&gt;Credit&lt;br&gt;Critical thinking</td>
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<td><strong>Day Two</strong> (full day)</td>
<td>Coaching model&lt;br&gt;Finding the topics&lt;br&gt;Money and emotions&lt;br&gt;Problem definition&lt;br&gt;Coaching practice</td>
<td>Cash flow&lt;br&gt;Net worth&lt;br&gt;Behavioral Economics&lt;br&gt;Debt&lt;br&gt;Repossession&lt;br&gt;Foreclosure&lt;br&gt;Bankruptcy</td>
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<td><strong>Day Three</strong> (half day)</td>
<td>Smart goals&lt;br&gt;Future self&lt;br&gt;Coaching practice</td>
<td>Risk&lt;br&gt;Using a financial calculator</td>
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<td><strong>Day Four</strong> (full day)</td>
<td>Values&lt;br&gt;Clients in crisis&lt;br&gt;Coaching practice</td>
<td>Home ownership&lt;br&gt;Vehicle purchase&lt;br&gt;Investing</td>
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<td><strong>Day Five</strong> (full day)</td>
<td>Boundary issues with family about money&lt;br&gt;Choice, planning, commitment&lt;br&gt;Greatest barriers&lt;br&gt;Strengths and weaknesses demonstration and coaching practice</td>
<td>Money and family&lt;br&gt;Causes and effect&lt;br&gt;Social Security&lt;br&gt;Estate planning</td>
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<td><strong>Day Six</strong> (half day)</td>
<td>Review of coaching content&lt;br&gt;Creation of coaching integration plan</td>
<td>Review of financial content</td>
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