**Application Process for Co-Active Front of the Room Leader**

We are pleased to announce that due to the continued growth in the demand for CTI programs, we are in the position to hold a front of room leader audition. We know many of you have been looking forward to this opportunity. Thank you for your interest in leading our programs and your passion for the work! It is this sort of interest and passion that has CTI thriving in the world.

**INFORMATION/APPLICATION PACKET CONTENTS**

The audition package contains the following:

1. This announcement contains general information about the leaders we are seeking and the requirements to apply to audition. It also contains a summary of important dates.
2. Agreements for Front of the Room Leaders (FORL)
3. Front of the Room Leader Audition Application

**ELIGIBILITY REQUIREMENTS**

Anybody who meets the following requirements is eligible to apply for the audition:

1. You are a Certified Professional Co-Active Coach (CPCC).
2. Complete the Co-Active Leadership Program before we schedule you to lead for CTI.
3. You have a thriving coaching practice averaging 10 clients.
4. You will be available to lead weekends, mid-week, and internationally.
5. You possess or are eligible for an ICF credential, either PCC or MCC.
6. You are fluent in English.
7. We are also looking for leaders who are native speakers or fluent in the following languages: Canadian French, Parisian French, German, Spanish and Portuguese.

*Please note: While certain individuals may meet all of the above requirements, CTI reserves the right to select course leaders based on who it considers best-suited to do the work.*

**APPLICATION REQUIREMENTS**

If you are eligible and wish to apply, please:

1. Check your calendar to ensure you can attend the audition. We will be holding two auditions. The audition in San Rafael, California USA is scheduled for September 24th and September 25th, 2013. The audition in Paris, France is scheduled for October 17, 2013. We will confirm the actual location with those who are selected.
2. Read the “**Agreements** **for Front of the Room Leader**”
3. Complete the online **Audition Application**.

To access the Audition Application:

Logon to the Audition Application at: <http://www.thecoaches.com/FORLaudition>

* Use your primary email and CTI password. If you don’t know your CTI password, click the “I’m not able to login” link and follow the instructions.
* Complete all questions.
* Upload an editable, up-to-date resume or curriculum vitae (CV)
* Upload your photo (preferably a color headshot, less than 1 megabyte) in size.
* Provide a critique of your Co-Active Coaching recording.

1. You will need to record 15 minutes of your best coaching along with a written critique no more than half a page of what was and was not an effective demonstration of Co-Active coaching. We request that the recording is in **English**. The client should not be a Co-Active coach, leadership student/graduate, or a long term client. Remember to get permission to record the call. Submit your recording electronically in **mp3 format only** by emailing as an attached file to: [upload.Auditio.3r7pgqrh6t@u.box.com](mailto:upload.Auditio.3r7pgqrh6t@u.box.com) . You must name your mp3 file clearly with your first and last name. Micro-cassette tapes or CDs will not be accepted. Your written critique will be submitted on the Audition Application.
2. Pay a non-refundable application fee of $100 (USD) to CTI. To remit payment, please visit our secure online site at <http://www.thecoaches.com/FORLfee>.

If you have any problems remitting payment online, you may contact CTI Customer Service at (415) 451-6000, Option 1, and speak with our Customer Service Representatives.

**Note: Items 3, 4 and 5 listed above must be received by CTI no later than 4:00pm U.S. Pacific Time on July 8, 2013. Sorry, there will be no exceptions to this deadline.**

If we have any questions in the process of reviewing your application, it is possible we may contact you for clarification. All applications will be reviewed provided payment has been received. No application materials or recordings will be returned.

**INFORMATION CALL**

If you would like more information and/or want to ask questions, please attend the **FORL Audition Information Call** which is scheduled for:

Date: Thursday, June 20, 2013

Time: 8:00am – 9:00am U.S. Pacific Time

Bridge Line: (904) 357-8704

If you cannot be on the call, it will be recorded and available after 12:00PM U.S. Pacific Time on June 21, 2013 as an mp3 recording. Please email [auditions@coactive.com](mailto:auditions@coactive.com) to request the link to download the mp3 of the information call.

The call is scheduled for 60 minutes and is for those who meet the eligibility requirements and are planning to complete applications. Bring all of your questions!

If you have additional questions, please write to [auditions@coactive.com](mailto:auditions@coactive.com). We encourage you to wait until after the Information Call if you can because it is likely we will cover your questions in that call.

**INVITATION TO AUDITION**

Applicants resident in the North America will be notified via email by close of business on Monday, August 12, 2013. Applicants resident outside of North America will be notified by Monday, September 9, 2013 whether they have been selected to audition. There is no feedback given during the application process. Feedback will be provided to applicants who are invited to the audition. If you are invited, we will give you the exact times and location of the audition.

**SUMMARY OF IMPORTANT DATES:**

June 20, 2013 - FORL AUDITION INFORMATION CALL

July 8, 2013 - APPLICATION, RESUME, MP3 OF COACHING SESSION, COACHING SESSION CRITIQUE, AND PAYMENT DUE TO CTI BY 4:00PM U.S. PACIFIC TIME

August 12, 2013 – NORTH AMERICA APPLICANTS NOTIFIED VIA EMAIL; INVITATIONS TO AUDITION RELEASED

SEPTEMBER 9, 2013 – APPLICANTS OUTSIDE OF NORTH AMERICA NOTIFIED VIA EMAIL; INVITATIONS TO AUDITION RELEASED

SEPTEMBER 24 & 25, 2013 - FORL AUDITIONS NORTH AMERICA in San Rafael, CA, USA

OCTOBER 17, 2013 - FORL AUDITIONS INTERNATIONAL in Paris, France

We look forward to hearing from you and possibly working with you long into the future!

Best Regards,

Sabrina M. Roblin, CPCC

VP Administration/Chief Learning Officer