



## Scrum Alliance Certified Team Coach<sup>SM</sup> (CTC) Readiness Checklist

*The Certified Coach<sup>SM</sup> (CTC) Program is new and evolving. This form is an experiment designed to clarify the expectations for achieving the credential. We invite you to use it as a self-assessment tool while you consider applying to become a CTC. It includes the basic requirements along with some recommendations. Any item that you cannot confidently check may indicate a gap to be filled before you proceed with the application process. The list may change as the program evolves. We welcome your feedback on the usefulness of this tool.*

*– teamcoach@scrumalliance.org*

**This manual checklist will help you assess your readiness to apply to become a CTC.**

Experience
<input type="checkbox"/> I have significant hands-on experience in at least one of the roles on a Scrum Team.
<input type="checkbox"/> I am an active CSP.
<input type="checkbox"/> I have coached in 2 or more organizations, departments, or programs.
<input type="checkbox"/> I have coached Agile teams or roles for more than 1,000 hours in the past 2 years, not counting time as a ScrumMaster.
<input type="checkbox"/> I have coached multiple interacting teams using Agile/Lean frameworks.

  

Knowledge
<input type="checkbox"/> I have some formal or informal education about coaching.
<input type="checkbox"/> I have a good working knowledge of Agile and Lean values, principles and practices.
<input type="checkbox"/> I have helped individuals and teams to understand and apply Agile and Lean values, principles, and practices effectively.
<input type="checkbox"/> I understand the dynamics, patterns, and development of teams.
<input type="checkbox"/> I can clearly describe the difference between consulting and coaching and know when to apply each.

  

Professional Collaboration
<input type="checkbox"/> I have joined the Candidate-CTC Google Group to meet other applicants and ask questions about the CTC program.
<input type="checkbox"/> I have participated in at least 5 private or public Agile-related events and have contributed to some of these as an organizer, presenter, collaborator or facilitator.



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Skills
<input type="checkbox"/> I have contributed to significant improvements in self-managed Agile Teams through coaching techniques.
<input type="checkbox"/> I have helped teams and groups of teams beyond the basics of Scrum theory and practice.
<input type="checkbox"/> I have enabled teams to find their own solutions to business problems through the application of Agile principles.
<input type="checkbox"/> I am familiar with, promote and embody the mindset of Servant Leadership.
<input type="checkbox"/> I have good communication skills in my native language.
<input type="checkbox"/> I have facilitated events for groups larger than a single Scrum Team.
<input type="checkbox"/> I use a rich set of facilitation, training and coaching tools and models.

Certification Process
<input type="checkbox"/> I have downloaded and read the sample CTC application form.
<input type="checkbox"/> I am able to invest sufficient effort (typically several weeks) to complete a detailed application.
<input type="checkbox"/> I will be able to get coaching recommendations from 2 clients and 1 mentor.
<input type="checkbox"/> I am prepared to pay the \$250 application fee and the \$500 annual license fee.
<input type="checkbox"/> I understand that the process is rigorous and that my application could be rejected.
<input type="checkbox"/> I am open-minded and willing to take the feedback provided, act upon it, and reapply at a later date if my application is rejected.

### These additional measures will enhance your application for CTC.

Bonus
<input type="checkbox"/> I have participated in at least one Scrum Alliance sponsored Coach's Retreat.
<input type="checkbox"/> I have made myself known to the CTC, CEC community through my Scrum Alliance activities.
<input type="checkbox"/> I am mentoring one or more CSPs.
<input type="checkbox"/> I have read Scrum Alliance "Certifications in Scrum" page and understand the requirements of each certification and how they relate to my professional goals.