FACILITATOR CERTIFICATION

TRIUMPH RECLAIM

Facilitator Certification Prospectus

Becoming a TRIUMPH RECLAIM associate practitioner

For: Prospective associate practitioners

PRESENTED BY

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Co-Founders, Mindset + Mastery Ltd

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For the headline, read At a glance. For the human picture, read Why this matters. For how it works, read How it works. For the detail and evidence, read The detail.

AT A GLANCE

The Facilitator Certification is a five stage pathway for experienced practitioners who want to deliver TRIUMPH RECLAIM as licensed associate practitioners under Mindset + Mastery Ltd.

The programme has not yet been delivered. The two founders deliver cohort one themselves. Associates are the planned model from cohort two onward.

Certification fee £8,997, or 2 x £4,997 (total £9,994). Annual licence £3,997 from full sign off. Both are paid by the practitioner.

The certification is issued by Mindset + Mastery Ltd. It is not an externally accredited qualification. Associate work depends on commissioned cohorts and is not guaranteed.

The first step is a 90 minute values assessment conversation. No payment is taken before it.

Why this matters

Many women are out of work because of chronic illness, trauma histories, or both. Most are able to work with the right support. Many employment programmes are not built around fluctuating health or the effects of trauma, and women can leave them feeling worse than when they started.

TRIUMPH RECLAIM was designed for these women. It treats chronic illness and trauma as equals. A woman may live with one or the other, or both, and the practitioner needs to hold each with the same care.

That is why the pathway is long and assessed. The programme depends on practitioners who deliver it as designed, who stay with a cohort, and who know their limits. We would rather certify a few people well than many people quickly.

We also want to be plain about where we are. TRIUMPH RECLAIM has not yet been delivered to any participant. The founders will deliver cohort one in full. If you join the pathway, you are joining at the start, before the model has been tested in delivery.

> "From trauma and chronic illness to transformation and triumph." Victoria Taylor and Stephanie Brown, Co-Founders, Mindset + Mastery Ltd

How it works

1. **Values assessment conversation.** A 90 minute call with Victoria and Stephanie. It is not an interview. No payment is taken before it.
2. **Fit confirmed, payment made.** Both sides confirm the fit. You pay in full or take the first instalment of the payment plan.
3. **Stage 1.** Access to 34 online videos is unlocked within 24 hours of payment being confirmed.
4. **Stages 2 and 3.** Two days live online on the programme's structure, then three days of live virtual facilitation practice with scored feedback. Sign off is needed before Stage 4.
5. **Stage 4.** In a live cohort, alongside a Programme Director, you observe, then co facilitate, then deliver a trial session.
6. **Sign off.** Both founders must confirm in writing that you are ready to deliver independently.
7. **Stage 5.** Supervision, CPD, an annual competency review and annual licence renewal continue for as long as you deliver.

What stays the same throughout: you are never expected to work alone with this population. Supervision is part of the licence, and a practitioner who is not in supervision does not deliver.

The detail

What this certification is

The TRIUMPH RECLAIM Facilitator Certification qualifies you to deliver TRIUMPH RECLAIM as a licensed associate practitioner under Mindset + Mastery Ltd. It has assessed stages, ongoing supervision and annual licence renewal.

It is issued by Mindset + Mastery Ltd. It is not an externally accredited qualification. Delivery is under a licence. The programme material and methodology are the intellectual property of Mindset + Mastery Ltd, and you do not own them or adapt them.

Feature	Detail
Stages	Five, assessed in sequence
Stage 1	34 online videos, about 9 hours
Timing	Depends on when cohorts run (see Stage 4)
Programme you would deliver	48 weeks: 26 weeks of active delivery, then 22 weeks of follow up and tracking

What you would deliver

TRIUMPH RECLAIM is a structured employment support programme for adult women who are out of work because of chronic illness, trauma histories, or both, and who are capable of sustained employment with the right support. It is not therapy and not a regulated health service.

A cohort has up to twelve women. Two named practitioners stay with each cohort. Sessions are a mix of group and individual work, and participants can attend virtually when their health fluctuates.

Phase	Weeks
R Readiness	1 to 2
E Empowerment	3 to 6
C Capacity	7 to 12
L Life and Career Design	13 to 18
A Aspiration and Action	19 to 22
I Integration	23 to 26
M Mastery (follow up and tracking, not active delivery)	27 to 48

The TRIUMPH Framework. Seven pillars run across the programme: Trust Restoration, Reclamation of Power, Identity Integration, Unwavering Boundaries, Master of Energy, Purposeful Relationships and Highest Aspirations. Each is scored for every participant from Phase R to Phase M. Each woman also has an Individual Achievement Plan, and facilitation is DiSC informed.

Who you would be delivering for

Women living with chronic illness. Fluctuating conditions, invisible disability, pain, fatigue, energy management and health disclosure. These women have been out of work because their health made consistent employment hard, not because they lacked capability.

Women living with trauma histories. Complex trauma, post traumatic stress, nervous system dysregulation and relational harm. These histories can show up in any session. The programme is built to hold them safely without becoming therapy.

Some women live with both. You need to hold each with equal care, and to tell a health decline apart from a safeguarding concern.

Who this is for and not for

This is for experienced practitioners. It is not an entry level training.

This is for you if	This is not for you if
You hold a relevant qualification at Level 5 or above, or have equivalent evidenced experience	You want a quick certificate to add to a list
You have trauma informed training or experience	You are not prepared to complete all five stages in sequence
You are committed to supervision and CPD	You want to adapt or change the methodology
You can hold chronic illness material and trauma material with equal care	You are not ready to work with both chronic illness and trauma, and with women who live with both
You want to deliver work within a clear structure	You want to deliver without oversight

Entry requirements

Requirement	Standard
Qualification	A Level 5 relevant qualification, or equivalent evidenced experience
Trauma informed practice	Trauma informed training or experience
DBS	Enhanced DBS check (adult workforce)
Safeguarding	Training to at least Level 2, plus programme specific safeguarding training before delivering
Agreement	A written associate agreement with Mindset + Mastery Ltd

The Associate Practitioner Framework also asks for appropriate insurance and two professional references before an associate agreement is signed.

The five stages

Every practitioner completes all five stages in sequence. None can be skipped.

Stage	Title	Format
1	Foundation and Philosophy	34 online videos, about 9 hours
2	Programme Architecture	2 days live online
3	Facilitation Skills Training	3 days live virtual practice
4	Observed Practice	Observed and co facilitated sessions in a live cohort
5	Ongoing Development	Continuing, with annual licence renewal

Stage 1: Foundation and Philosophy. The videos cover the women the programme serves, the TRIUMPH Framework, trauma informed practice, the nervous system, psychological safety, disclosure, safeguarding and all seven phases in depth. They give the same standing to energy management and chronic illness, benefits and employment systems, and practitioner wellbeing.

Stage 2: Programme Architecture. Two days live online on how all seven phases are built and why. You read the phase specifications, facilitator guides and worksheets before Day 1. The stage covers the assessment framework and the forms suite, and ends with a cohort scenario to test your structural knowledge.

Stage 3: Facilitation Skills Training. Three days of live virtual practice. You facilitate programme elements with other candidates as practice participants. You receive scored feedback across eight competency domains, covering trauma informed and chronic illness aware practice equally. Sign off is needed before Stage 4.

Stage 4: Observed Practice. Stage 4 takes place in a live cohort, alongside a Programme Director. The sequence is observe, then co facilitate, then deliver under observation.

Element	Minimum
Observed sessions	Two
Co facilitated sessions	Two
Solo trial session	One

Independent delivery needs confirmation from both Victoria and Stephanie. It rests on professional judgement as well as scored assessment. If either founder is not satisfied, you do not deliver independently.

Stage 4 needs a live cohort, so timing depends on when cohorts run. Cohort one is delivered by the founders. You could observe in cohort one only if the commissioner agrees. Otherwise the earliest you could begin Stage 4 is cohort two. We cannot promise a date.

Stage 5: Ongoing Development. Individual supervision every six weeks, monthly group supervision, and additional support within 48 hours of any safeguarding concern or critical incident. You also complete 30 hours of CPD a year, of which 15 hours are directly relevant to the programme's work, and an annual competency review.

Supervision covers trauma related work and chronic illness related work equally, and your own health and wellbeing. It is delivered by an independent external supervisor, who will be appointed by the founders before delivery begins under a written agreement.

What you receive and what you are asked to commit to

Certified associates deliver under a written associate agreement with Mindset + Mastery Ltd. Associate engagement depends on commissioned cohorts and is not guaranteed. No cohort can be promised to any individual.

The planning rate for associate delivery is £400 per delivery day. It is a planning rate and not a guaranteed fee. Employment status will be confirmed with professional advice before the first associate is engaged.

A licence can be suspended or removed for a safeguarding failure, a sustained fall below the required standard, missed supervision, unapproved departure from the model, or a breach of confidentiality, data protection or intellectual property obligations. Victoria and Stephanie decide jointly.

The investment

Item	Amount
Full certification fee	£8,997, one payment, covering all five stages to independent delivery sign off
Payment plan	2 x £4,997, total £9,994
Annual licence	£3,997, due each year from the date of full sign off

The second instalment of the payment plan is due 30 days after the first payment. Certification and licence costs are paid by the practitioner, not by commissioners.

What the certification fee includes

Included	Detail
Values assessment conversation	A 90 minute call with Victoria and Stephanie before any payment is taken
Stage 1	34 videos, about 9 hours, with access unlocked within 24 hours of payment being confirmed
Stage 2	2 days live online with Victoria and Stephanie, with the phase documents for reading beforehand
Stage 3	3 days live virtual practice with scored feedback across eight competency domains
Stage 4	Observed and co facilitated sessions in a live cohort alongside a Programme Director, with a solo trial session
Stage 1 completion certificate	Issued on completion of all 34 videos
Certification	TRIUMPH RECLAIM certified associate practitioner status on independent delivery sign off

What the annual licence includes

Included	Detail
Group supervision	Monthly, with the practitioner group
Individual supervision	Every six weeks
Additional support	Within 48 hours of any safeguarding concern or critical incident
Annual competency review	A structured review of your practice, CPD and development, by both founders
Licence continuation	Active certified status for the year
Programme updates	Access to updates to the programme materials and phase specifications
Practitioner community	Ongoing access to the peer network

How payment works

Step	What happens
1. Values assessment conversation	A 90 minute call with Victoria and Stephanie. No payment is taken and there is no commitment.
2. Fit confirmed	Both sides confirm the pathway is right. We send our acceptance by email, which sets out the refund rule in plain words. Payment is then requested.
3. Payment received	Either £8,997 in full, or the first instalment of £4,997.
4. Stage 1 access	Unlocked within 24 hours of payment being confirmed.
5. Second instalment	If you chose the plan, £4,997 is due 30 days after the first payment.
6. Annual licence	£3,997, due each year from the date of full sign off.

Cancellation, refunds and reassessment

You may cancel within 14 days of the date you confirm your place and pay and receive a full refund, provided Stage 1 access has not been unlocked.

Once Stage 1 access has been unlocked, no refund is given. When you confirm your place and pay, you will be asked to confirm that you want Stage 1 access to begin straight away, and that you understand you lose your right to cancel and be refunded once it has.

If Mindset + Mastery Ltd cancels or withdraws the pathway, we refund the fee for any stage you have not yet received.

Certification depends on completing each stage and being signed off by both Victoria and Stephanie. One further assessment attempt at Stage 3 or Stage 4 is included in the fee. Any attempts after that are charged separately, and we will confirm the cost before you book one. The fee is not refunded if sign off is not given, and where we can, we will tell you what further practice would be needed.

If you chose the payment plan, the second instalment of £4,997 is due 30 days after the first and remains payable once Stage 1 has been unlocked.

The annual licence fee is charged each year and is not refunded part way through the licence year once it has started.

Confirmation when you confirm your place and pay: "I ask for Stage 1 access to begin straight away. I understand that once it has been unlocked I lose my right to cancel and receive a refund."

About Victoria and Stephanie

Victoria Taylor and Stephanie Brown are co founders of Mindset + Mastery Ltd and co creators of the TRIUMPH Framework. They are equal partners and both are Programme Directors. Both lead Stage 2, and both must sign off every associate.

Victoria Taylor. NLP Practitioner. CPD Accredited Trauma Specialist. APT Accredited Trauma Informed Practitioner. APT Trauma Informed Practice (TIP). Diploma in Safeguarding Adults and Children Levels 1 to 4. Designated Safeguarding Lead.

Victoria brings lived experience of trauma and of therapy. She leads the trauma, nervous system and safeguarding content across the certification.

Stephanie Brown. MSc HR Management. CIPD. QLS Level 7 Life Coach. NLP Practitioner. PTTLS. IPHM Holistic Mental Wellness Practitioner. Diploma in Safeguarding Adults and Children Levels 1 to 4. MHFA Level 3. Deputy Designated Safeguarding Lead.

Stephanie has lived with chronic illness since 2006. She is the founder of Visibly Her CIC, which offers peer support groups, mentoring and workshops for women with chronic illness. She leads the employment, energy management and benefits content across the certification.

What happens next

If this reads as right for you, we would like to speak with you. The values assessment conversation is a 90 minute call with Victoria and Stephanie. It is about the work, your practice and whether this pathway fits. There is nothing to prepare beyond honest reflection on what you have read.

If the fit is right, payment is requested and Stage 1 access follows within 24 hours. If it is not, there is no cost and no commitment.

To book, contact victoria@triumphreclaim.com or stephanie@triumphreclaim.com, call 020 8058 4508, or visit triumphreclaim.com.

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