

ILM Level 5 Certificate in Coaching and Mentoring

This is a programme of skills training and personal development leading to the '**Level 5 Certificate in Coaching and Mentoring in Management**' accredited through **Leeds Beckett University** by the **Institute of Leadership and Management (ILM)**. This training has been run successfully for over 10 years within both the public and private sector. It has been particularly successful in creating internal coaching provision within the NHS and Higher Education. Applications are now being taken for the next open programme starting in April 2017, details listed below.

This accredited coaching programme can also be run within your organisation and tailored to your individual needs, please contact us for more details.

Introduction

We appreciate that there are many offerings of coach training in the current market place and no industry-wide validating body to set standards and guarantee consistency of product and quality. The information below is designed to help you decide if our programme is the right one for you and we would be very happy to discuss this further. Please be aware that in the design and delivery of our coaching programmes we strive to ensure best practice whilst offering a flexible approach to the needs of programme participants. We are guided by the ethical code provided by the European Coaching and Mentoring Council (www.emccouncil.co.uk) and promote the importance of continuing professional development and supervised practice.

Within this training programme you will find:

- **An in-depth psychological approach to coaching**
- **A range of theories and processes**
- **Regular coach practice sessions with feedback from course tutors and fellow participants**
- **Over 70 hours of facilitated experiential learning**
- **Self-managed learning sets**
- **Requirement to build up a minimum of 12 sessions of coaching practice in between workshops**

- **Supervision of practice**
- **1:1 time with course tutors**
- **Professionally accredited qualification**
- **A coaching approach based on the development of emotional intelligence**
- **Strong focus on the personal development of the coach**

Our Approach

We will give you the theory of coach training; however, this alone will not make you an effective coach. Coaching, after all, is a practical activity and any coach training of value must be grounded in sound professional practice. Much of our focus will be on your development as a coach through experiential learning, practice and feedback. During each module you will be given the opportunity to experience the roles of coach, coachee and observer. These sessions will facilitate both your skills development and personal growth.

The personal development of the coach is an element of training often overlooked and this can result in poor practice. We believe that the coach needs to address and work through their own issues in order to operate with the emotional intelligence required to be effective in coaching others. On our coaching programmes you will be challenged to address your own developmental needs in a safe and supportive environment. In line with this we are firm advocates of coaching supervision as essential to good professional practice and offer this during the programme.

We believe in a psychological approach to coaching because invariably coaching issues are grounded in the cognitive and emotional. It is common for the presenting issue to be a symptom of the client's existing patterns and belief systems. Without addressing the psychological dimension it is likely that the client will find that they are unable to sustain behavioural change. As part of our training we give participants the tools to explore the client's inner world and therefore facilitate greater understanding and lasting change.

Alongside tutoring on our programmes the training team continues to work directly with clients, always developing our own knowledge and skills and drawing on our own experience to enhance our teaching.

Who is this programme for?

Essentially this programme will meet the needs of anyone wishing to effectively facilitate the growth and behaviour change of others.

This may be through working as a coach, a line manager, an HR professional or training consultant, a mental health practitioner, an educator or any other context where you are interested in developing others.

If you want a thorough grounding in coaching methodology, to develop your coaching skills and grow on a personal level then this programme is right for you. We will always meet with you prior to the programme to ensure that you have made the right choice.

Course content and structure

This programme will be provided via:

- Monthly facilitated modules
- Pre and post session reading and research
- Self-facilitated learning groups
- Personal coaching
- Supervision
- Assessment requirements

This provides in excess of **70 guided learning hours**.

Course content includes:

- **Purpose of coaching**- exploring the benefits of coaching to the individual, the team and the organisation.
- **Coaching models and theories**- drawing on a wide range of tools and concepts to facilitate growth and change.
- **Creating the coaching relationship**- building rapport and creating a safe environment that enables challenge, learning and insight.

- **Managing the coaching relationship-** contracting, holding boundaries, considering ethics and maintaining good practice.
- **Coaching competencies and skills-** deep listening, effective questioning, creating rapport, challenging, awareness and process.
- **Key dimensions of a coaching session-** going beyond the client's content and uncovering the inner game.
- **Psychological approaches to coaching-** exploring psychological concepts relevant to coaching such as Neuro Linguistic Programming and drawing on thinking from a range of therapies.
- **Self-awareness and use of self-** becoming aware of one's own internal processes as a source of information and material for intervention.
- **Understanding preference-** use of theories such as MBTI to understand personal preferences and work more effectively with others.
- **Practice and skill development-** skills practice within modules and regular coaching between workshops.

Assessment

Assessment for certification consists of:

Two written assignments which are identified by the ILM and submitted at the end of the programme.

A reflective journal which participants will complete throughout the programme, providing a record of personal development, coaching practice and reflection on practice.

Coaching Sessions, participants are required to complete a minimum of 12 sessions of coaching practice with a number of clients.

Coaching Assessment, participants will be assessed on their coaching skills during a live coaching session at the end of the programme.

Dates for 2017

The next open programme will begin in April 2017:

Meet and Greet	March
Module 1 & 2	26th & 27th April
Module 3	24th May
Module 4	21st June
Module 5	19th July
Module 6	6th Sept
Module 7	4th Oct
Module 8	1st Nov
Modules 9 and 10	6th & 7th Dec
Submission of work	Jan 2018

This programme will take place at our unique training environment; The Cherry Trees Farm, North Yorkshire and the modules will run from 10am to 4.30pm.

This is a comprehensive training programme offering excellent value for money with a successful track record and a thorough approach to the theory and practice of effective coaching. Past participants regularly report that they have found the programme a unique and life-changing experience and the quality of the programme has been recognised as leading edge within the coaching community.

Please contact us now to join our open programme or discuss the opportunity to run the training within your own organisation.

Mobile: 07900 800290 **Email:** sarah@sarahreadings.co.uk

www.sarahreadings.co.uk