

ILM Level 5 Certificate in Effective Coaching and Mentoring:

5 Virtual Live Training Days (2+1+2)

Who is this qualification for?

This qualification is for managers and those with significant responsibility for effective coaching and mentoring as part of their daily role within an organisational context. They are also ideal for individuals who wish to move into a development role or start a career as a freelance coach or mentor.

Aim of the programme

To provide learners with the required knowledge, skills and understanding in order to effectively coach or mentor others within an organisational context.

Learning Outcomes

- To develop the capability to coach or mentor others in the organisation
- Be confident to act as a coach or mentor developing people's performance in their work roles
- Gain the confidence and ability to support others in their career development and personal growth
- Develop a greater insight and self-awareness that will significantly enhance personal growth through reflective practice



Programme Support

The qualification adopts a blended learning approach that includes a range of activities:

- 5 x virtual live training days (2+1+2) 9.30am-4.30pm
- A dedicated coach-mentor-supervisor who will work with you throughout the qualification
- 3 x one-to-one telephone coaching sessions with your dedicated coach-mentor-supervisor
- 12 months unlimited telephone and email access to your dedicated coach-mentor-supervisor
- Supervised peer coaching and mentoring
- Assessment webinar – providing guidance on how to complete the assessed work
- 12 months ILM membership where you can access latest thinking and resources
- Additional resources—guided reading and reflection, video tutorials

Assessment Requirements

The qualification is made up of three mandatory units which enable participants to understand, develop and demonstrate knowledge and skills in effective coaching and mentoring. You are required to submit three pieces of written work:

1. Understanding the Skills, Principles and Practice of Effective Coaching and Mentoring within an Organisational Context
2. Undertaking Effective Coaching or Mentoring within an Organisational Context
3. Reviewing Own Ability as a Coach or Mentor within an Organisational Context

Plan

Why Accreditation?

In today's competitive market it is hard to stand out from the crowd. More and more coaches are seeking accreditation in order to demonstrate excellence in their profession. The accreditation route allows participants to receive a robust qualification that has been approved by the Government's regulated qualification framework. This assures you that our qualifications are of high quality, well designed and fit for purpose.

Dedicated Coach-Mentor - Supervisor Support

We are dedicated to providing you with exceptional personalised support as you undertake your qualification. With your coach-mentor-supervisor by your side every step of the way, you'll receive guidance, supervision, and assistance whenever you need it, whether it's through a quick phone call or email.

EMCC
European Mentoring & Coaching Council

ilm

Schedule of Work

Pre Course Activities	Self-led Learning	<ul style="list-style-type: none">Completion of coaching skills assessmentSelf directed learning: Guided reading
Week 1	Virtual Live Training	<ul style="list-style-type: none">Induction 3 hours
Week 2	Virtual Live Training	<ul style="list-style-type: none">2 days
Week 2-4	Self-led Learning	<ul style="list-style-type: none">Completion of learning styles questionnaire1 x one-to-one session with a coach-mentor-supervisor1 x co-coaching session
Week 5	Virtual Live Training	<ul style="list-style-type: none">1 day
Week 5-7	Self-led Learning	<ul style="list-style-type: none">1 x co-coaching session (supervised)Self directed learning: Guided reading/video tutorials
Week 8	Virtual Live Training	<ul style="list-style-type: none">2 days
Week 9-44	Self-led Learning and Practical Coaching	<ul style="list-style-type: none">Assessment webinar1 x one-to-one session with coach-mentor-supervisor18 hours practical coaching or mentoring (min 2 max 3 individuals)Self directed learning: Guided reading/video tutorials
Week 15-26	Self-led Learning Completion of Unit 500 Theory	<ul style="list-style-type: none">1 x co-coaching session1 x one-to-one session with coach-mentor-supervisorCompletion of unit 500 theory unit
Week 44	Submission Completion of Unit 501 & 503	<ul style="list-style-type: none">Retake coaching skills assessmentCompletion of a coaching or mentoring diary (unit 501)Personal reflection (unit 503)
Week 52	Results	<ul style="list-style-type: none">Results noticed

Programme Content

<p>Welcome and Introduction</p>	<p>Virtual Live Training 3 Hours Induction</p>	<ul style="list-style-type: none"> • Welcome and introduction • Group learning contract • Overview of the qualification (including guidance on appropriate role and practice clients) • EMCC competency framework • Mission Inc student systems 						
<p>Module 1 Introduction to Coaching and Mentoring</p>	<p>Virtual Live Training Day 1 Self-led Learning Supporting Resources</p>	<ul style="list-style-type: none"> • Definitions of coaching and mentoring • Similarities and differences • Organisational context (including barriers) • Developing a coaching culture (Hawkins) • The spectrum of coaching & mentoring 						
<p>Module 2 The Coaching Process</p>	<p>Virtual Live Training Day 2 Self-led Learning Supporting Resources</p>	<ul style="list-style-type: none"> • Contracting in coaching and mentoring including 3-way contracting, programme contract and session contract • Programmes and structure • The STOKERS and CLOSE frameworks • The GROW model 						
<p>Module 3 Coaching Knowledge, Skills & Behaviours</p>	<p>Virtual Live Training Day 3 Self-led Learning Supporting Resources</p>	<table border="0"> <thead> <tr> <th data-bbox="558 1019 837 1052">Knowledge</th> <th data-bbox="853 1019 1133 1052">Skills</th> <th data-bbox="1149 1019 1428 1052">Behaviours</th> </tr> </thead> <tbody> <tr> <td data-bbox="558 1052 837 1321"> <ul style="list-style-type: none"> • Understanding change • How people learn—diagnostic tools • D&I Race, disability, gender, neurodiversity • Communication theories </td> <td data-bbox="853 1052 1133 1321"> <ul style="list-style-type: none"> • Goal setting • Building rapport & trust • Empathy • Listening skills • Use of silence • Questioning skills • Giving feedback • Use of metaphor </td> <td data-bbox="1149 1052 1428 1321"> <ul style="list-style-type: none"> • Coaching mindset—non-directive, non-judgmental, unconditional positive regard etc </td> </tr> </tbody> </table>	Knowledge	Skills	Behaviours	<ul style="list-style-type: none"> • Understanding change • How people learn—diagnostic tools • D&I Race, disability, gender, neurodiversity • Communication theories 	<ul style="list-style-type: none"> • Goal setting • Building rapport & trust • Empathy • Listening skills • Use of silence • Questioning skills • Giving feedback • Use of metaphor 	<ul style="list-style-type: none"> • Coaching mindset—non-directive, non-judgmental, unconditional positive regard etc
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<p>Module 4 Developing Self Awareness Module 5 Solutions Focussed Coaching</p>	<p>Virtual Live Training day 4 Self-led Learning Supporting Resources</p>	<ul style="list-style-type: none"> • Who we are, is how we coach • Coaching presence • Values & beliefs • Stereotypes, biases and assumptions • Psychological processes at play in coaching and mentoring • Solutions-focussed theory • OSKAR model 						
<p>Module 6 Cognitive Behavioural Coaching Module 7 Evaluation & Coaching & Mentoring</p>	<p>Virtual Live Training Day 5 Self-led Learning Supporting Resources</p>	<ul style="list-style-type: none"> • Cognitive behavioural theory • The ABCDEF model • Evaluation at individual and organisational levels • Kirkpatrick 360/180 feedback 						
<p>Module 8 Reflective Practice</p>	<p>Self-led Learning Supporting Resources</p>	<ul style="list-style-type: none"> • Becoming a reflective practitioner • Continuing professional development • Supervision • Introduction to ethics 						

Price:

ILM Level 5 Certificate in Effective Coaching and Mentoring

£1995.00 + VAT

ILM Level 5 Diploma in Effective Coaching and Mentoring

£2595.00 + VAT

Prices include all learning materials and ILM registration fees

In-house Options

This programme can also be delivered in house subject to a minimum of 6 managers



Our Philosophy

(our commitment to you)

We believe that Mission Inc is more than a training provider who will leave you on your own when your studies are complete. We are also able to support you with ongoing CPD and coaching supervision beyond qualification to enhance and further extend your coaching practice

Call us today on
0845 051 0950
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