

## ILM LEVEL 5: CERTIFICATE IN COACHING AND MENTORING

A programme for established people managers  
Online & self-directed study  
Starting September 2021 | 6 days



**Coaching is unlocking a person's potential to maximise their own performance. It is helping them to learn rather than teaching them.'**

Timothy Gallway

As the opportunities and challenges in the enterprising Third sector grow, we need organisations that attract and retain high quality people. People who feel they can grow and develop as professionals, staying motivated and engaged. People who are led by managers that are self-aware and skilled at developing them. Managers who want to have the crucial and courageous conversations required and can create an empowering working environment. Taking a coaching and mentoring approach is key to this.

However, adopting a coaching approach and growing and developing others can be a challenge in the current climate. Many managers feel they have neither the time, methods nor budget to do it well. There is such a focus on delivery, targets and performance that developing others and paying attention to the working environment while also practicing self-care can often fall off the priority list.

This programme therefore supports managers to build their coaching approach so they can help to develop talent and create an empowering environment while still practicing self-care.

### WHAT WILL YOU GAIN FROM THE PROGRAMME?



**GREATER CONFIDENCE IN ADOPTING A COACHING APPROACH TO ALL MANAGEMENT SITUATIONS INCLUDING DELEGATION, STAFF REVIEWS AND DIFFICULT CONVERSATIONS**



**ENHANCED UNDERSTANDING OF THE SCIENCE OF THE BRAIN TO HELP YOU BUILD YOUR OWN AND OTHER PEOPLE'S RESILIENCE AND PRACTICE SELF-CARE**



**DEEPER UNDERSTANDING OF HOW TO GROW AND DEVELOP STAFF WITHOUT REQUIRING BIG BUDGETS**



**ILM LEVEL 5 QUALIFICATION IN COACHING AND MENTORING**

### PROGRAMME DETAILS

Programme Module	Programme Dates
Module 1 - Coaching myself	9 <sup>th</sup> and 10 <sup>th</sup> September 16 <sup>th</sup> and 17 <sup>th</sup> September <b>Thurs: 1:30-4pm</b> <b>Friday: 9:30am-12pm</b>
Module 2 - Coaching others	14 <sup>th</sup> and 15 <sup>th</sup> October 21 <sup>st</sup> and 22 <sup>nd</sup> October  Thurs: 1:30-4pm Friday: 9:30am-12pm
Module 3: - Coaching in your organisation	18 <sup>th</sup> and 19 <sup>th</sup> November 25 <sup>th</sup> and 26 <sup>th</sup> November  Thurs: 1:30-4pm Friday: 9:30am-12pm

### KEY OUTCOMES

- Become more self-aware and confident in adopting a coaching approach so you can support and develop yourself and others
- Build the knowledge, skills and mind-set required to engage and develop people so they can thrive and grow professionally
- Practice adopting a coaching approach to delegation, crucial conversations and team meetings
- Increase your understanding of the link between how we think and our personal resilience
- Build a community of leaders that can support and sustain each other

**Cost:** This programme is funded by [TBC – CO3] and places are available at the highly subsidised rate of [TBC – CO3] for 6 days

**Delivery method:** This programme will be delivered online. Each day of the programme will be a combination of live, facilitated sessions with some self-directed learning and reflection activities

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## A COACHING APPROACH TO LEADERSHIP

This programme is aimed at established managers and leaders with line-management responsibilities. Whether you are managing one person or a whole team, this programme is an opportunity to pause and reflect on your leadership.

It will help you to strengthen your coaching approach, gaining greater personal insight, different perspectives and increased self-awareness so you can lead and develop others even more effectively. It is also an opportunity to identify how you can build your resilience and practice self care as busy managers.

Delivered with an interactive approach, you will work with and learn from peers to explore a range of practical concepts and approaches.

This programme relies on the group supporting each other to learn and develop and build a community of established leaders.

## FACILITATOR



Mairi is an experienced Organisational Learning and Development Consultant and for the last 20 years

she has worked with organisations throughout the UK and abroad. Mairi was previously a mental health practitioner and as such has always been interested in issues of well-being in the workplace.

### Coaching yourself

September 2021

- What do we mean by a coaching approach?
- Developing your coaching mind-set
- Developing and practicing core coaching skills
- Building your resilience and practicing self-care
- Exploring a learning framework to develop and grow yourself

### Coaching others

October 2021

- Using a coaching approach to create an empowering and learning environment
- Exploring and practicing developmental coaching models and approaches
- Supporting and building resilience in others
- Practicing a coaching approach to delegation, staff reviews and development conversations

### Coaching in your organisation

November 2021

- Using a coaching approach to strengthen your communication skills
- Exploring and practicing how to have positive and courageous conversations
- Developing your feedback skills and embedding feedback into your leadership
- Identifying how to support each other as a community of leaders

## QUALIFICATION

ILM Level 5: Certificate in Coaching and Mentoring

At the end of this programme you can register to complete the ILM Level 5 Certificate in Coaching and Mentoring qualification. This has been formally rated at ILM Level 5, 21 Credits, and is equivalent to 42 hours of degree level study.

Please note – this will incur an additional cost of **£225**

## MORE INFORMATION

To book your place or for further information, please contact:

**Louise Cahoon | CO3**

**028 9024 5356 | [louise@co3.bz](mailto:louise@co3.bz)**

**[www.co3.bz](http://www.co3.bz)**

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