

Coaching and Mentoring Programmes 2019-2020

**Working Collaboratively to Support the Development
of Coaching Skills and Cultures - a guide to the
Coaching and Mentoring Programmes available**

**ILM 5 Certificate in Effective Coaching and Mentoring
ILM 7 Certificate for Executive and Senior Level Coaches and Mentors**



EMC believes in the power of coaching and mentoring in the development of others and the benefits this brings for both the individual and the organisation. Done effectively, it can empower people to take the steps they need to effect positive and lasting change, unlocking potential and improving performance.



We have partnered with Coaching Focus to provide two unique opportunities to develop your skills and knowledge in Coaching and Mentoring. Their emphasis on creating sustainable, performance focused cultures and their outlook of being a partner who understands coaching and cares about the impact they make, chimes perfectly with our attitude and approach.

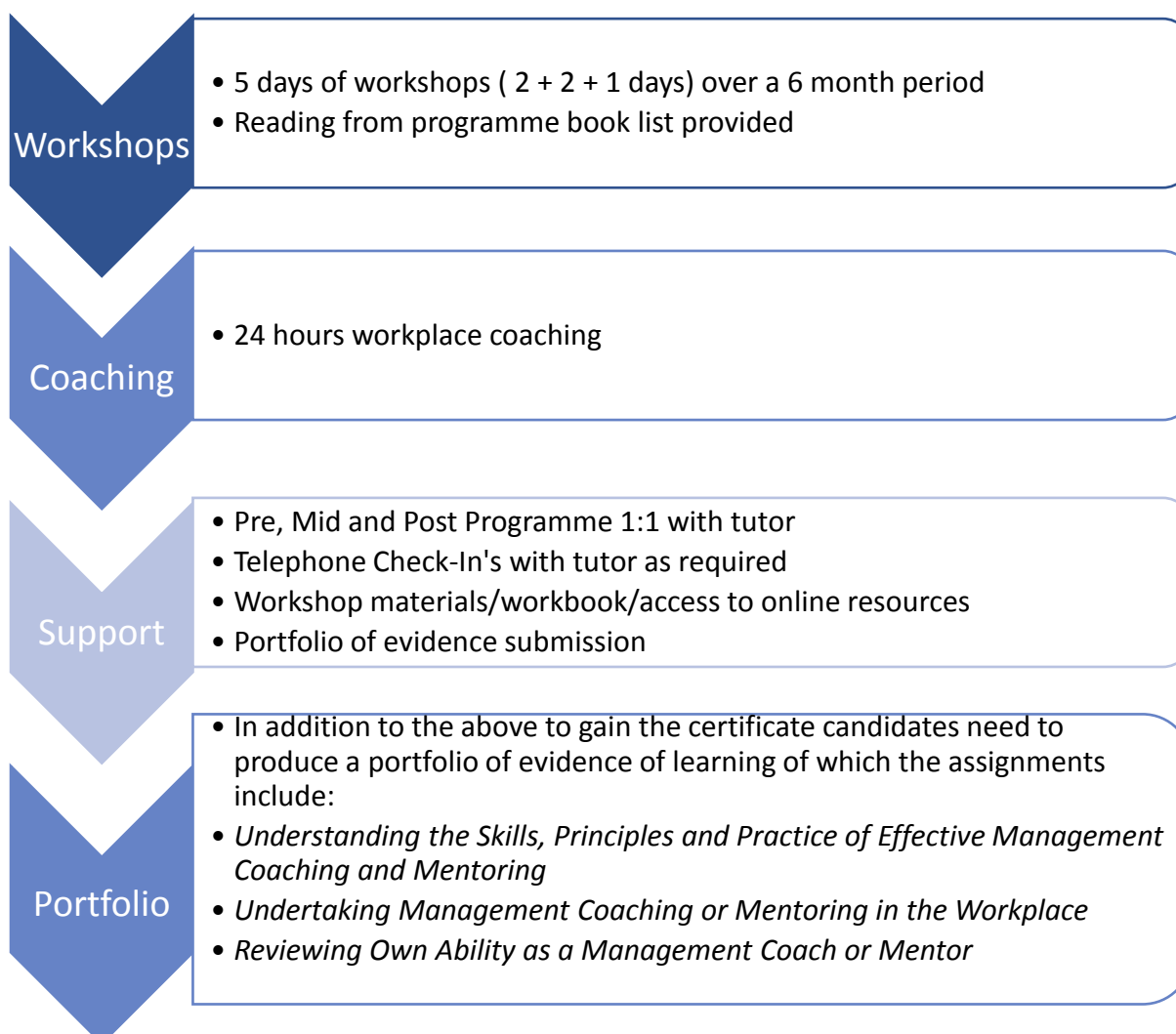


ILM Level 5 Certificate in Effective Coaching and Mentoring

This five day programme is suitable for:

- Experienced first-line managers who may be stepping into a middle-management role where coaching will form part of their everyday activity
- Practising middle managers with significant daily responsibility for coaching and/or mentoring
- HR/OD/L&D professionals who coach or mentor regularly as part of their role.

What does the programme involve?



Workshop Content:

Day 1 & 2 - Fundamentals of Performance Coaching in the Workplace

Day 3 & 4 - Deeper Insights

Day 5 - Organisational Context



Day 1 includes - defining coaching and mentoring, structuring the conversation - the GROW model, defining coaching, mentoring, counselling, skills of the coach and range of approaches, managing/leading coaching - the intent, behaviours and inferences, when to use coaching, mentoring, other interventions, listening skills, coaching in pairs/threes, review of day.



Day 2 includes - Questioning skills, language and clarity, Reviewing the GROW model, Coaching in pairs and threes (observed by tutors), set up for coaching clients, learning logs and self reflection, review of day.



Day 3 includes - highlights of coaching practice, personal learning objectives, the Inner Game and principle of FLOW in coaching, challenge in coaching, Tools for GROW (short demos with brief paired practice) to develop the GROW model, coaching in threes (observed by tutors), review coaching practice, review quadrant model for cultural and personal boundaries, review of day



Day 4 includes - change models, self awareness in coaching, thinking styles, MBTI types, Johari window, being a coach, boundaries, group coach, coaching practice in pairs and threes, review of day



Day 5 includes review of CIPD coaching article, portfolio enquiries, assessment requirements, the organisational context/7S model, Ethical considerations/EMCC - Code of Practice, coaching in 3's, effective closure of coaching relationships, evaluating the impact and ROI/ROE of coaching and mentoring, review of day, completion for level 5 candidates

The Level 5 programme is highly experiential, engaging and focused on the practical - what works at work. The intention is not only to deliver an outstanding ILM accredited programme but to ensure that the participants leave with the practical capability to Coach at work and really make a positive impact on their own performance and that of the organisation.

What's in it for you and your organisation?

You

- Gain a critical understanding of the role, responsibilities, behaviours, skills and values required of the workplace Coach and Mentor
- Deepen your understanding of the benefits Coaching and Mentoring can have at an organisational level
- Plan, deliver and review coaching in your organisation
- Be able to critically assess your own skills, behaviours and knowledge as a Coach and Mentor
- Provide evidence of your own development as a Coach and Mentor through the qualification and plan your Coaching and Mentoring career development

Your Organisation

- Helps to embed a Coaching and Mentoring culture in your organisation
- Ensure the managers you develop are fully equipped to effectively coach and mentor other team members
- Encourages managers to provide effective support for the development of others and improve their performance, aid resilience and embrace and keep ahead of the pace of change. This in turn adds pace and innovation to the organisation by increasing capacity within teams, bringing confidence to explore new ideas, releasing the tensions of change which enables people to feel positively about the future.

Programme Dates

Those undertaking the ILM 5 programme will attend all of the dates below;

- 13th and 14th November 2019
- 8th and 9th January 2020
- 5th March 2020

Please note that this is a 5 day programme, delegates are required to attend all days above.

Closing date

11 October 2019

If you are interested in booking a place please feel free to contact Kirsty Lowe, it will help with our planning to know who is thinking about registering for the programme.

Pre course requirements

Once we have received your completed application form, we will contact you to confirm receipt and arrange a Pre-Programme Induction call with you and the course tutor. This will last for 30-45 minutes and will take place in the week commencing the 14th October.

Location

The venues will be confirmed shortly, but the venue(s) will be located centrally within the East Midlands.

Cost – per person

For Members of East Midlands Councils we offer a discounted rate of £1,795 plus VAT

The non-member rate £1,995 plus VAT

How to Book

Bookings should be made online via the link available below. As part of the booking process the completion of an application form is required.

<http://bit.ly/2LAKdNI>

Please feel free to complete the online booking form via the link on the website. Please complete the application form and submit to kirsty.lowe@emcouncils.gov.uk and return no later than the closing date 11 October.

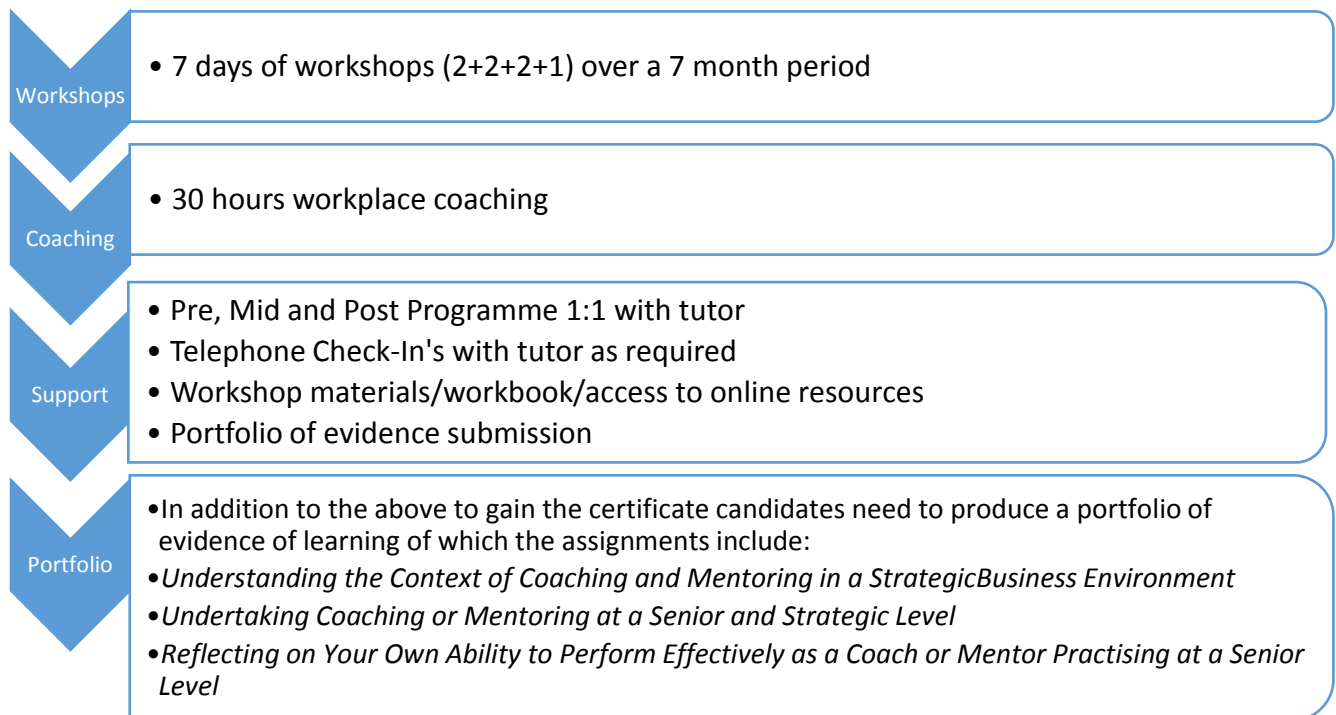
If you are unsure which level of ILM Coaching programme is appropriate for you or have other questions please contact Kirsty Lowe at kirsty.lowe@emcouncils.gov.uk or call 01664 502 637 for an informal conversation.

ILM Level 7 Certificate for Executive and Senior Level Coaches and Mentors

This seven day programme is suitable for:

- Senior managers or L&D professionals who want to develop their expertise and credibility in the fields of Coaching and Mentoring, or to establish coaching on an organisational level.

What does the programme involve?



Workshop Content:

Day 1 & 2 - Fundamentals of Performance Coaching in the Workplace

Day 3 & 4 - Deeper Insights

Day 5 & 6 - Organisational Context

Day 7 - Continued Development



Day 1 includes - defining coaching and mentoring, structuring the conversation - the GROW model, defining coaching, mentoring, counselling, skills of the coach and range or approaches, managing/leading coaching - the intent, behaviours and inferences, when to use coaching, mentoring, other interventions, listening skills, coaching in pairs/threes, review of day.



Day 2 includes - Questioning skills, language and clarity, Reviewing the GROW model, Coaching in pairs and threes (observed by tutors), set up for coaching clients, learning logs and self reflection, review of day.



Day 3 includes - highlights of coaching practice, personal learning objectives, the Inner Game and principle of FLOW in coaching, challenge in coaching, Tools for GROW (short demos with brief paired practice) to develop the GROW model, coaching in threes (observed by tutors), review coaching practice, review quadrant model for cultural and personal boundaries, review of day



Day 4 includes - change models, self awareness in coaching, thinking styles, MBTI types, Johari window, being a coach, boundaries, group coach, coaching practice in pairs and threes, review of day



Day 5 includes review of CIPD coaching article, portfolio enquiries, assessment requirements, the organisational context/7S model, Ethical considerations/EMCC - Code of Practice, coaching in 3's, effective closure of coaching relationships, evaluating the impact and ROI/ROE of coaching and mentoring, review of day, completion for level 5 candidates



Day 6 includes personal and organisational change, the organisational context II and tools, the Dilts Model, boundaries recap, ethical dilemmas, supervision, 7 eye model and CPD, networking as a coach/mentor, coaching in 3's.



Day 7 includes highlights of coaching practice and sharing learning, change model, presentations on coaching models, visualisation in coaching followed by practice, observed 1:1 coaching practice, appropriate closure of relationships, supervision and CPD, evaluation, programme closure and celebration!

The Level 7 programme is highly experiential, engaging and focused on the practical - what works at work. The intention is not only to deliver an outstanding ILM accredited programme but to ensure that the participants leave with the practical capability to Coach at work and really make a positive impact on their own performance and that of the organisation.

On completion of the level 7 you may want to consider an ILM Level 7 Diploma or enhance your skills with a Supervision or Team coaching qualification.

What's in it for you and your organisation?

You

- Know how to review and build context, strategy, culture and processes for coaching and mentoring at a senior and strategic level
- Understand and analyse different coaching and mentoring models and their impact
- Learn how to evaluate the effectiveness of coaching in your organisation
- Critically review your own skills and values to assess your competence as a Coach
- Plan, deliver and review coaching and mentoring contact at a senior and strategic level
- Provide evidence of your own development as a Coach and Mentor through the qualification and plan your Coaching and Mentoring career development

Your Organisation

- Implement coaching at a senior and strategic level in your organisation, including in complex working environments
- Ensure your organisations coaches and mentors are properly equipped with the skills, knowledge and ethical understanding they need
- Benchmark your organisation's approach against the latest best practice
- Measurable impact from the coaching and mentoring sessions carried out as part of this qualification

Programme Dates

Those undertaking the ILM 7 programme will attend all of the dates below;

- 13th and 14th November 2019
- 8th and 9th January 2020
- 5th and 6th March 2020
- 21st April 2020

Please note that this is a 7 day programme, delegates are required to attend all of the above dates.

Closing date

11 October 2019

If you are interested in booking a place please feel free to contact Kirsty Lowe, it will help with our planning to know who is thinking about registering for the programme.

Pre course requirements

Once we have received your completed application form, we will contact you to confirm receipt and arrange a Pre-Programme Induction call with you and the course tutor. This will last for 30-45 minutes and will take place in the week commencing the 14th October.

Location

The venues will be confirmed shortly, but the venue(s) will be located centrally within the East Midlands.

Cost – per person

For members of East Midlands Councils we offer a discounted rate of £2,250 plus VAT

The non-member rate is £2,450 plus VAT

How to Book

Bookings should be made online via the link available below. As part of the booking process the completion of an application form is required.

<http://bit.ly/2xTBIPA>

Please feel free to complete the online booking form via the link on the website. Please complete the application form and submit to Kirsty.lowe@emcouncils.gov.uk and return no later than the closing date 11 October.

If you are unsure which level of ILM Coaching programme is appropriate for you or have other questions please contact Kirsty Lowe at kirsty.lowe@emcouncils.gov.uk or call 01664 502 637 for an informal conversation.