

ILM Level 5 Award in Coaching

Who is this Award suitable for?

This qualification provides you with the skills and techniques to coach people in your role as manager.

It is specifically designed for:

- People in their first management roles
- Team leaders
- First-line managers
- Supervisors
- Assistant managers
- Managers who need to develop a coaching mindset.

Benefits for Individuals

- Understand how coaching works
- Learn how to be an effective coach
- Have the confidence and skills to develop appropriate programmes to help individuals achieve their full potential.

Benefits for Employers

- Implement coaching that will improve performance within the organisation
- Ensure the managers you develop as coaches are properly equipped with the skills, knowledge and ethical understanding they need
- Developing your staff as trained work place coaches will help empower, motivate and get the best out of your team.



Mandatory Units

1

The first unit **“Understanding good practice in workplace coaching”** covers the role of coaching, basic coaching processes and the abilities and qualities individuals need to be a good coach.

2

The second unit **“Reflecting on workplace coaching skills”** will give learners tools to analyse and improve their own performance as a coach.

3

The third unit **“Undertaking coaching in the workplace”** requires learners to plan and carry out at least six hours of coaching, with supervision and support.

Indicative Course Content

Understanding Good Practice in Workplace Coaching

Understand the core competences of effective workplace coaching

Understand the process and content of effective workplace coaching

Reflecting on Workplace Coaching Skills

Assess your own abilities and characteristics as a workplace coach

Reflect on your own communications and interpersonal skills when coaching

Summarise coaching reflections and plan future development

Undertaking Coaching in the Workplace

Plan and organise workplace coaching sessions

Undertake at least 6 hours of effective workplace coaching activity

Summarise and analyse a period of formal coaching within the workplace using stakeholder feedback

Duration/Assessment

- 6 week programme - 3 days in-house training
- 6 hours of coaching practice
- Assessment is via work based projects and is spread throughout the programme
- Learner plans that involve self-learning, team-work, case-studies and assignments
- Mentoring and tutorial support
- Access to the ILM learning and development portal for 12 months
- E-learning portfolio.

ILM Certification

Upon completion of programme and assessment, each learner will be awarded with their **"Award in Coaching"**. These elements have been designed in order to show to ILM that you are able to put the skills and techniques learned on the programme into practice. Career & Life Planning offers full support and guidance in completing these final elements.

Learners get 12 months study membership with ILM which brings access to a wide range of online resources, news and information that have been specially selected to support management learning and development.

LEVEL **5**



About Career & Life Planning

Career & Life Planning is a professional training & coaching company founded and managed by Joe Delaney. Joe is a qualified coach and former Recruitment Director with BDO. The company provides many management, leadership and personal development programs for different groups and individuals within the labour force.

We have developed a bespoke Coaching Methodology called the “5 Steps to Success” (supported by Enterprise Ireland) which is now established as a fresh new approach to faster and improved employee engagement while also ensuring individuals get work-life better..then balanced.

Career & Life Planning is an Approved Centre for the Institute of Leadership & Management; Channel Partner with Franklin Covey for Management & Leadership Development Programs and licensed facilitator for “The 7 Habits of Highly Effective Teenagers”.

We select only “best in class” trainers and coaches to work with us on selected assignments and use a bespoke Learning Management System to create real return on investment for all our training.

About ILM

The Institute of Leadership & Management (ILM) is the UK’s largest management body, combining industry-leading qualifications and specialist member services. It is the award body for Leadership & Management qualifications and the professional membership body for leaders and managers in the UK.

Their qualifications are practically based and designed to enhance the individuals knowledge and skills to succeed in their role.

ILM forms part of the City & Guilds Group, and their primary purpose is to improve the standards of leadership and management in order to drive social and economic prosperity. They work with organisations of all shapes and sizes to define, develop and embed the leadership and management capability they need to succeed.

Contact Career & Life Planning

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Guide to Awards

In the UK, this internationally recognised course is accredited to the UK Qualifications and Credit Framework (QCF) as a Level 3 Award.

In Ireland, this award is recognised on the National Framework of Qualifications (NFQ), as a

Level 5 Award.

