



Programmes

ILM Level 5 Certificate in Effective Coaching and Mentoring

The **ILM Level 5 Certificate in Effective Coaching and Mentoring** aims to provide learners with the required knowledge, skills and understanding in order to effectively coach or mentor others within an organisational context.

This qualification is made up of three mandatory units, with a combined credit value of 16. They introduce the key aspects of coaching and mentoring as follows:

- ✚ Understanding the skills, principles and practice of effective coaching and mentoring within an organisational context
This unit aims to provide learners with an understanding of the skills, principles and practice required for effective coaching or mentoring within an organisational context
- ✚ Undertaking effective coaching or mentoring within an organisational context
This unit aims for the learner to undertake a minimum of 18 hours of effective coaching or mentoring within an organisational context plus a minimum of a 1 hour meeting with their supervisor. The learner will be able to identify areas for improvement through feedback and ongoing review
- ✚ Reviewing own ability as a coach or mentor within an organisational context
This unit aims for the learner to holistically review on their ability to perform effectively as a coach or mentor within an organisational context

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. It is also ideal for individuals who wish to move into a development role in the organisation or start a career as a freelance coach or mentor.

There is a focus on developing self-awareness and your ability as a confident, well-practised internal coach/mentor.

Benefits for individuals

- ✚ Be able to assess your own skills, knowledge and behaviours as a coach and mentor
- ✚ Know how to manage the coaching or mentoring process within an organisational context
- ✚ Deepen your understanding of how the organisational context can affect coaching or mentoring
- ✚ Plan, deliver and review your coaching and mentoring
- ✚ Plan your future development in coaching or mentoring

Benefits for employers

- ✚ Ensure the individuals you develop as effective coaches and mentors are equipped with the skills, knowledge and understanding they require
- ✚ Develop a coaching and mentoring culture so that individuals can improve their performance and organisational productivity

Delivery Methods

Face to face is a series of workshops delivered in a physical location to a regular group of learners with the coach/assessor present.

Virtual delivery is a series of online real time sessions delivered to a regular group of learners with a coach/assessor present. This method of delivery is used when face to face delivery is not an option.

Distance learning is individual learning delivered by self-learning supported by a dedicated coach/assessor. This can be a mix of online real time group sessions with other distance learners and 1-2-1 sessions. This is useful where there are a small number of learners from a department wishing to undertake the qualification and cannot commit to regular workshops.

All programmes include:

- ✚ Online welcome and induction in groups
- ✚ Observation, supervision and tutorial support
- ✚ Assessment and feedback

- ✚ Email/telephone/skype support and any agreed conferencing support, e.g. teams, zoom
- ✚ Coaching and supervision with a dedicated tutor and professional coach
- ✚ Access to Eliesha contract manager and administration team for programme assistance
- ✚ Highly engaging *e-eliesha* on-line materials hosted on the Eliesha Learning Management System
- ✚ Eliesha's award winning *pearls of wisdom*® to aid learning and embed knowledge.
- ✚ Access and signposting to the ILM Learning Zone with a range of relevant additional study resources
- ✚ Friendly supportive approach

Assessment

This qualification contains both knowledge-based and skills-based units and requires a minimum of 18 hours coaching with a minimum of 2 and a maximum of 3 coachees. Assessment include written assignment, coaching portfolio of evidence and reflective review

Expected Duration: 9 months

Initial Assessment

As this is a regulated qualification an initial assessment must be undertaken prior to commencing on the programme to identify:

- ✚ If the learner has any specific training needs
- ✚ Support and guidance they may need when working towards their qualification
- ✚ Any previous relevant experience
- ✚ The type and level of qualification is suitable

This information will be collected using enrolment and self-assessment forms which will be distributed prior to formal commencement of the programme.

Progression

These qualifications will provide progression opportunities to other qualifications including:

- ✚ ILM Level 5 Award, Certificate or Diploma in Leadership and Management
- ✚ ILM Level 7 Certificate or Diploma for Executive and Senior Level Coaches and Mentors
- ✚ ILM Level 7 Award, Certificate or Diploma in Leadership and Management

