

ILM Level 5 Coaching & Mentoring Certificate

Cullen Scholefield has over twenty years experience in Coaching and Mentoring, including supporting and developing others, in a variety of sectors and at different levels, to become better coaches and mentors.

Cullen Scholefield is approved by the Institute of Leadership and Management to offer a range of Coaching and Mentoring qualifications. These qualifications range from Level 2 Mentoring for team leaders through to Level 7 Executive Coaching and Leadership Mentoring.

The ILM Level 5 Certificate in Coaching and Mentoring in Management is delivered over six workshops across a six month period with activities between these events. There is an opportunity in the workshops to undergo some peer coaching where your coaching practice will be observed and our tutors will provide feedback on your developing coaching skills. You must complete around 12 hours of coaching with your own clients outside of the workshops. There are two assessments:

- **Work Based Assignment** - a proposal for a coaching or mentoring programme within an organisation.
- **Coaching and Mentoring Diary** - a record of your reflection on your coaching practice

All candidates will complete the Certificate first and then may choose to continue on to complete the full Diploma. The main difference between the two qualifications is the time spent in coaching practice. For the Certificate you are asked to work with around 3 coachees to complete 12 hours of coaching practice. In the Diploma this is significantly increased to 100 hours of coaching with more clients. We ask you identify potential clients before coming on the programme. Where candidates have difficulty with this, we hope other people on the course may be able to help.

Programme Overview

Workshops

Workshop 1
Induction
Coaching & Mentoring Characteristics

Workshop 2
The Business Case for Coaching & Mentoring

Workshop 3
Examining Personal Style and Approach to Coaching & Mentoring

Workshop 4
Personal Communication Skills and Resources

Workshop 5
Developing Coaching & Mentoring Programmes

Workshop 6
Reflection of Personal Coaching Competence

Activities between Workshops

Coaching Practice (contracting)
Coaching & Mentoring Diary

Coaching Practice (implementation of learning)
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Coaching & Mentoring Diary

Complete Work-Based Assignment
Complete Coaching & Mentoring Diary

The overall cost of the Certificate programme is £2,750. This includes all workshops, peer coaching, supervision (access to and support from your trainer), a core textbook, learning styles analysis, Myers-Briggs profile, access to the Cullen Scholefield library and eHub, assessment, quality assurance, registration and certification. Included in the ILM qualification is automatic access to free ILM studying membership.

Programme Detail

Workshop 1

Induction & Role of Coaching & Mentoring in Leadership Performance

Induction - information about Cullen Scholefield, ILM, and the Certificate programme
Coaching & Mentoring Characteristics; to include models, perspectives, strategies, boundaries, beliefs & values

Workshop 2

The Business Case for Coaching & Mentoring

Presenting business case for using coaching or mentoring in own organisation; costs, benefits, informal & formal learning opportunities, links to organisational objectives, potential barriers, evaluation techniques

Workshop 3

Examining Personal Style and Approach to Coaching & Mentoring

Own value systems, own coaching/mentoring behaviour and style, and ability to deal with performance issues.

This session will include observed Peer C&M with feedback from your trainer.

Workshop 4

Personal Communication Skills & Resources

Own verbal and non-verbal communication, managing self, and resources such as support networks.

This session will include observed Peer C&M with feedback from your trainer.

Workshop 5

Developing Coaching & Mentoring Programmes

Develop an appropriate management coaching/mentoring programme on identified learning needs and goals. This session will include observed Peer C&M with feedback from your trainer.

Workshop 6

Reflection of Personal Coaching Competence

Plan, deliver and review own management coaching/mentoring practice.

Improving own coaching/mentoring practice through reflection and review.