



ILM 5 Certificate in Effective Coaching and Mentoring

What is ILM Level 5?

ILM Level 5 is the qualification in coaching from the Institute of Leadership and Management. This is an internationally recognised qualification which people can take with them from one workplace to another.

What is coaching?

Being coached is spending time talking with someone else about you, your challenges and goals in life. By discussing them with someone who is "on your side" you gain a much greater understanding of yourself, where you want to be and how you can start getting there. The coach acts as a "critical friend" who challenges your ideas and assumptions in a way which is friendly but firm.

What is mentoring?

A mentor is someone who has been in a similar situation as yourself (such as someone who has done a job that you're new to for a long time), and is happy to share their experience of how they managed it so that you have some tips. You could say that a mentor is someone who "shows you the ropes". There is no Trust wide Mentoring scheme although some departments do have a mentoring system in place and some individuals are offered mentoring on an ad-hoc basis.

Benefits for individuals

- Get a critical understanding of the role and responsibilities of the workplace coach and mentor
- Deepen your understanding of how coaching and mentoring can impact an organisation
- Be able to 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
- Plan your further development
- Plan, deliver and review coaching and mentoring in your organisation

What commitment is required of me for the coaching programme?

There are three mandatory units in each qualification. 'Understanding the skills, principles and practice of effective management coaching and mentoring' aims to enable learners to understand the role and contribution of coaching and mentoring, and build a business case. 'Reviewing own ability as a management coach or mentor' aims to give learners the ability to critically review their own personal qualities, skills and competence.

You will be required to complete 12 hours of coaching and complete 3 assignments. You will receive support through tutorials to help you with your assignments and to find a coachee.



Provisional Course Dates

Introductions & Induction

Getting Started Workshop	30th May 2022	14:00	1.5 hours
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Unit 1 - Understanding the Skills, Principles and Practice of Effective Coaching and Mentoring within an Organisational Context

Webinar 1	16th June 2022	09:30	3 hours
Webinar 2	19th July 2022	14:00	3 hours
Webinar 3	17th August 2022	14:00	3 hours
Webinar 4	15th September 2022	10:00	3 hours

Unit 2 - Undertaking Effective Coaching or Mentoring within an Organisational Context

Webinar 1	13th October 2022	14:00	3 hours
1 to 1 Supervision	<i>End of November 2022</i>	<i>1 hour per learner</i>	
Group Supervision	<i>Estimated January 2023</i>	<i>tbc</i>	1 hour
1 to 1 Supervision	<i>Estimated March 2023</i>	<i>1 hour per learner</i>	

Unit 3 - Reviewing Own Ability as a Coach or Mentor within an Organisational Context

Webinar 1	<i>tbc - to coincide with completion of coaching practice</i>	2 hours
Webinar 2	<i>tbc - 4-6 weeks after Webinar 1</i>	2 hours
Group Review	<i>tbc - 4-6 weeks after Webinar 2</i>	1 hour

For more information, please contact the WY HCP System Development Team, wakccg.sldteam@nhs.net



Application Form

Name:		Job Role:	
Work Location:		Contact Number	
Line manager name and approval :			
Availability for all programme dates	Yes	No	
If NO which dates can't you make			
Supporting Personal Statement			
<p>1. <i>Why do you want to undertake the coaching programme?</i></p> <p>2. <i>What are you hoping to get out of it?</i></p> <p>3. <i>How do you plan to manage your time in order to meet the programme's requirements?</i></p> <p>4. <i>How do you see yourself using the skills and knowledge from the programme in your workplace?</i></p> <p>5. <i>On completion of the course do you commit to coaching 2 coachees per year? (Yes/No)</i></p>			
Support from your line manager			
Name:			
Signature:			
By signing you are confirming you will support the above member of your team through the Coaching Programme, by ensuring they are released to attend the sessions.			
Nominee Signature:			
By signing you are confirming you will participate fully in the programme, by attending all the mandatory sessions and where possible the Action Learning Sets			

Please submit your completed application form to: wakccg.slidteam@nhs.net

