

ILM Award in Coaching level 3

Accredited by the Institute of Leadership and Management and therefore an internationally recognised qualification at level 3.

A practical four day course covering:

Coaching skills and standards for managers

- ▶ Good practice in coaching
- ▶ Learning styles and barriers to learning
- ▶ Evaluate and plan the use of resources
- ▶ Communication skills in coaching
- ▶ Record and assess learning

The coaching process for managers

- ▶ Agree learning goals for coaching
- ▶ Plan a coaching programme
- ▶ Undertake coaching in the workplace

12 hours practical coaching in the workplace

Assessment

1. One work based assignment
2. Reflective coaching diary

(This was previously the level 3 Certificate in Coaching)

Who is this for?

The ILM Level 3 Award in Workplace Coaching for Team Leaders and First Line

Managers aims to equip practising and potential team leaders and first line managers with the knowledge, skills and confidence to perform effectively as workplace coaches as part of their normal work role.

The focus of the qualification is on using coaching as an improvement tool, helping team leaders and first line managers to pass on their experience and expertise to others.

Programme style

- ▶ Pre-course questionnaires to establish your knowledge and needs
- ▶ Interactive, practical
- ▶ Tools and techniques to use in the future
- ▶ Support and guidance for the coaching and the assessment

**4 day course
(2+1+1)**

Regional venue