



Training Provided By

**IMPACT
FUTURES**

Level 5 Coaching Professional

Enabling learners to build on existing skills
and embrace new responsibilities in
professional coaching



Coaching Professional Training Programme

The Level 5 Professional Coaching training programme is designed to enable learners to build on their existing knowledge and skills and supports learners to develop new responsibilities for the role of a professional coach taking their first step into coaching of employees at various levels within the business.

It is suitable for new and existing talent, within the organisation as long as they have the opportunity to act as an internal coach and/or deliver coaching in support of the organisations coaching and mentoring strategy.

At the end of this training programme, you will be awarded a Full and Relevant Level 5 qualification once a passing grade has been achieved at the End-Point Assessment.

Entry requirements

You must have been a UK, EEA, or EU resident for at least the past three years to undertake this training programme.

In addition, you must be able to commit to the full length of the programme, and be able to meet the programme modules through your job role.

If you are aged 16–18 and do not have a Level 2 qualification or equivalent (GCSE grade 4/C) in Maths and English, you will be required to work towards achieving these qualifications as part of your training programme.

For those aged 19 and above, completing Maths and English (Functional Skills) is optional and not a mandatory requirement to complete your programme, however - this needs to be discussed and agreed with your Employer.

What is the duration and how will you learn?

Over the duration of 17 months, you will receive a combination of face-to-face and online training and support.

You will undertake an online assessment that will help us to understand your learning style and needs, then we will tailor your learning experience accordingly.

We ensure that you stay on track to complete your programme on time by managing your progress through our state-of-the-art e-portfolio system, Aptem.

Off the job training

As part of the training programme, alongside your job role, a **minimum of 6 hours per week** of your time in work must be dedicated to improving new skills, knowledge and behaviours.

This can be any time devoted to learning and improving new skills, knowledge and behaviours without interruption, and can include:



Online teaching



Digital learning resources



One to one tuition



Workplace assessment

End-point assessment

Learnt knowledge, skills and behaviours will be assessed by an independent assessor in your end-point assessment (EPA). This typically involves elements such as:



Observation with questions and answers

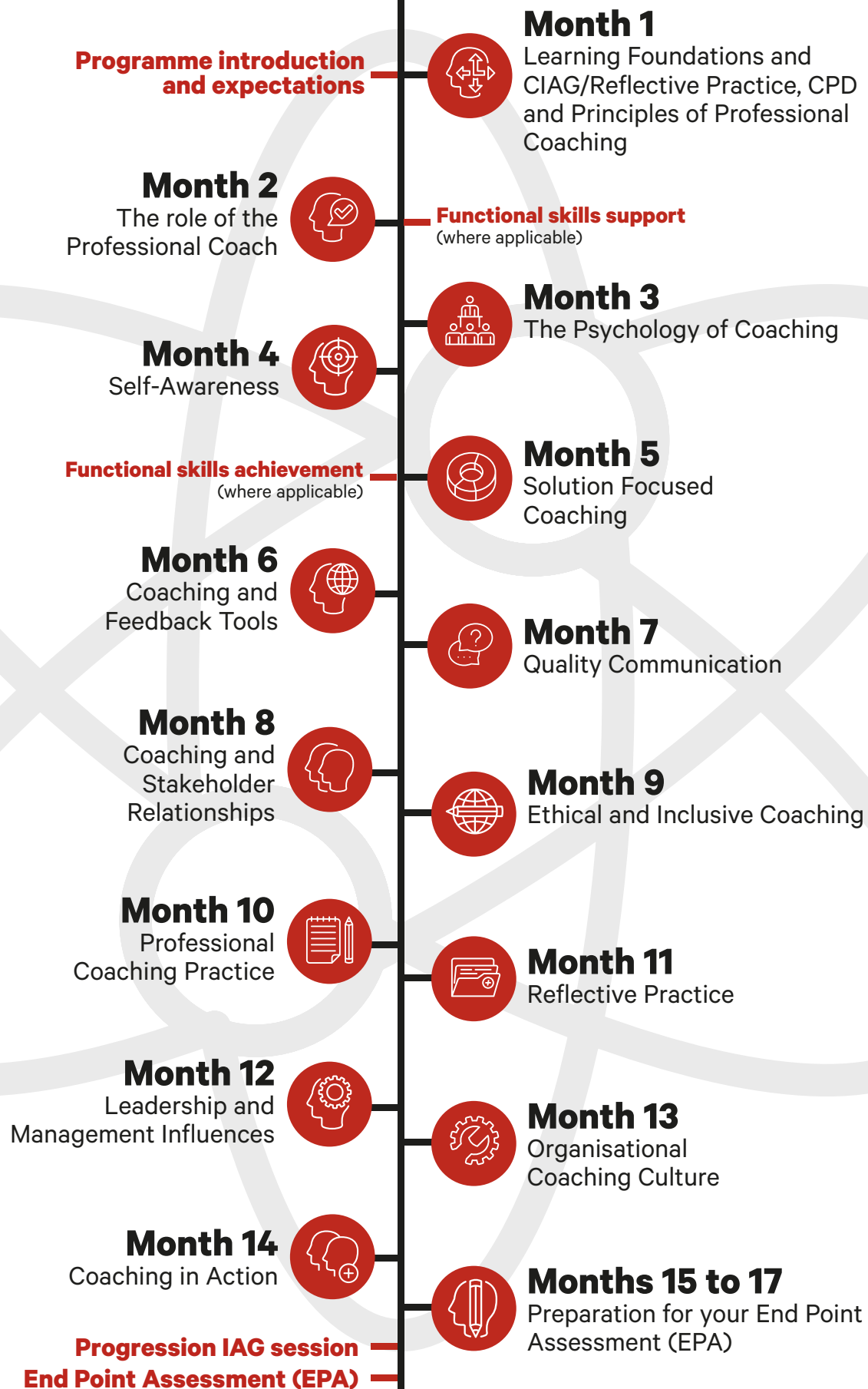


Interview supported by portfolio of evidence



Knowledge Test

Your Training Journey



Achievement

You will learn how to: (Key areas)



Support coachee development

- ✓ Understand when to utilise coaching, mentoring, training, counselling, and consulting approaches.
- ✓ Provide feedback in a style that is useful, acceptable, non-judgemental, and meaningful to those receiving coaching.
- ✓ Working with those receiving coaching to set clear goals, including visualisation techniques, setting timescales, validating their achievability, recording outcome-focused, prioritised action plans and monitoring progress towards goals.
- ✓ Working with a centralised learning and development or strategy team focussed on embedding coaching skills in future or current leadership to better enable strategy future strategy, workforce resilience and innovation and succession planning.
- ✓ Working with leaders to develop its diverse people to remove barriers that hinder success.



Develop yourself

- ✓ Demonstrate Committed to self-development, including self-reflection, gathering information on the effectiveness of their own practice, producing personal development plans, and receiving coach supervision.
- ✓ Demonstrates awareness of own values, beliefs, and behaviours; recognises how these affect their practice and uses this self-awareness to manage their effectiveness in meeting the objectives of those receiving coaching and, where relevant, the sponsor.



Link theory with practice

- ✓ Understand theories of learning and reflective practice such as Kolb, Gibbs, Schon, etc., and basic schools of psychology and neuroscience, including linguistic interpretation and application.
- ✓ Understand theories of emotional and social intelligence, such as Goleman and Salovey & Mayer, and application of the theories to understanding self.
- ✓ Understand Diversity and inclusion and bias theory, including personality type theories, such as preferences for introversion vs extroversion, integrity, ontology, and human values and how they impact on behaviour and organisations. The theory of self-actualisation, such as Maslow's Hierarchy of needs, motivational theory, Herzberg.
- ✓ Understand the theory of organisational culture (and values) and leadership styles, and the impact these can have on individuals and their behaviour.
- ✓ Understand coaching theory, including maintaining good practice coaching protocols and a code of conduct within the coaching process (including "unconditional positive regard", non-judgmentalism and non-directiveness).
- ✓ Understand theories of increasing self-awareness such as the Johari Window and the journey from unconscious incompetence to unconscious competence, and types of feedback.

The 5 pillars of wider learning

Sustainability



Sustainability is about protecting the future of our environment.

Why do we need to learn about sustainability within a training programme?

Through learning about the world and how to best keep it sustainable, you can be encouraged to safeguard and enhance our natural resources.

Developing your attitudes and behaviours to be more environmentally conscious, you can protect the future of our environment.

CIAG



CIAG provides us with careers information, advice, and guidance.

Why is the support of CIAG important within a training programme?

To be inspired, as a learner, to be proactive and to believe in your ability to achieve your aspirations.

This support will help you learn about career pathways available to you, and will:

- Increase your knowledge about the world of work
- Inspire you to succeed
- Improve your social mobility and life chances
- Help you make informed decisions

Cultural capital & personal development



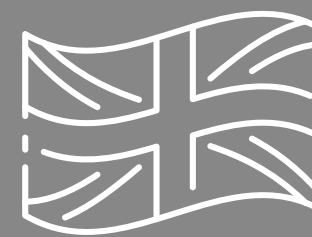
Cultural capital and personal development is about boosting your employability and work and life skills.

Why do we need to understand cultural capital and personal development within a training programme?

Learning about real-life situations and navigating through them will provide you with essential knowledge, that you may need to ensure future success.

This can include: resilience, confidence, time management, finance management, and much more- all important work, behaviour, attitude, and life skills.

British values, safeguarding & prevent duty



We have a responsibility to keep learners safe during their learning, but we are also responsible for what happens beyond that, too.

British values:

As our learner, you should understand: your right to make safe choices; the rule of law is there to protect you; you should be respected for who you are (regardless of age, race, gender and background); and you live in a democracy allowing you to be involved in decisions that protect you.

Safeguarding:

We can ensure that you are supported by the right people at the right time.

Prevent duty:

We can recognise when targets are preyed upon by extremists and we act, report and get help to stop their recruitment.

Equality, diversity & inclusion



Promoting equality, diversity and inclusion entails fair treatment and equal opportunities for all learners.

The impact of embedding these integral areas into your learning programme means that you will be more aware of your social responsibility to protect the vulnerable in our wider society. This will enable an inclusive mindset in your work and home life, as you develop and grow in your career.

Understanding how to protect those in our society from abuse and extreme idealisms, will further enable our future living and working lives becoming safer and fairer.

Making an impact, now and in the future

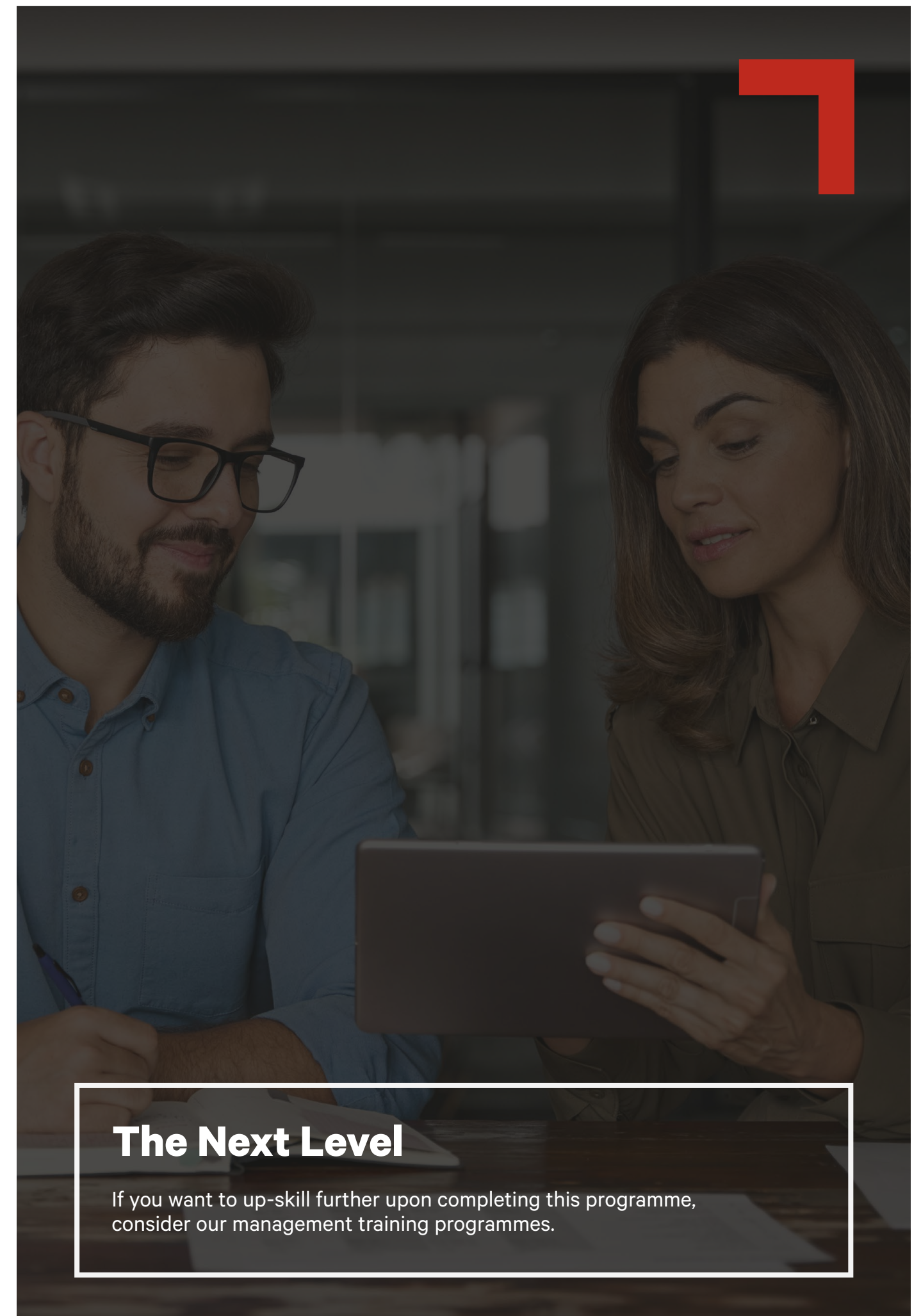
Your career is a path, not a programme. We want to understand your career goals for the future now, so that we're best placed to assist, guide and inform you on your options.

The flowchart consists of three red rectangular boxes arranged vertically, each containing a white question and a white input field. A grey arrow starts at the top, points right, then down into the first box, then left, then down into the second box, then left, then down into the third box, then left, then down, then left, then up into the first box, completing a loop.

Where do I see myself in my career in 12 months?

What support do I need to get there?

What targets and milestones can I set now to aid me in achieving this?



The Next Level

If you want to up-skill further upon completing this programme, consider our management training programmes.

BIMA

Make an impact

We're all about making an impact, be that individuals making an impact through their day-to-day work, or by organisations making their impact on our economy.

As a national training provider, we make this impact throughout the UK, with expertise in childcare, healthcare, clinical and business skills training programmes.

01753 596 004 | info@impactfutures.co.uk

