



Level 3 Award or Certificate in Effective Coaching
Level 5 Certificate in Effective Coaching & Mentoring

Advance Approach

Advance Coach Ltd is a Registered Institute of Leadership & Management Centre (ILM) (002374) approved to deliver a suite of Accredited Coaching & Mentoring Training Programmes including Level 3 & 5 Awards, and Certificate, Diplomas in Coaching and Mentoring. We have successfully trained 500 candidates in the last five years and this has included Leaders, HR & L&D Specialists, Consultants and Independent Coaches.



The programmes are led by Niamh Shiells as Head of Coaching & Coach Training at Advance. Niamh is a Fellow of the Association for Coaching, Accredited Professional Executive Coach, Former Head of Standards in Coach Training Accreditation with Association for Coaching Ireland and AC Coach Accreditation Assessor and Coach Training assessor. All this gives her a deep understanding of the competencies and standards required in Coach training.

She is an experienced leadership and team coach who has coached the widest range of individuals and teams across many organisations which brings a richness of real life coaching experience and examples to her coach training programmes.

Our training programmes utilise a range of coaching philosophy, models, tools, techniques, key coaching competencies and ethical guidelines. These are drawn from Behavioural, Cognitive Behavioural, Neuroscience and Neurobehavioral models. We model coaching as you learn.

Contact

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I'm currently completing the executive coaching course through Advance Coach and I don't want it to end. When I say 'course' the programme is so much more than the usual classroom training.

The most practical, effective, 'true to life', training I've experienced.

I would truly recommend Niamh as a coach and a trainer, she's such a professional with a wealth of experience... her approachable and easy going manner makes it a joy to work with her and the learning experience is so easy and natural.

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Jane McMorro, Change Initiative Specialist, Rabo Bank

Level 3 Award or Certificate in Effective Coaching

These qualifications are designed for team leaders, middle managers, HR/L&D specialists, or independent consultants wishing to build their coaching offering. They are ideal for individuals seeking to develop the tools, knowledge and confidence to coach people as part of their normal working role or as an external provider.

Key Learning Outcomes

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| Understanding good practice in coaching within an organisational context | <ul style="list-style-type: none">• Understand effective coaching within an organisational context.• Understand the importance of effective and ethical contracting in coaching.• Understand the process of effective coaching within their own workplace.• Understand the role of recording, reflection and supervision in coaching within their own practice or other contexts. |
| Undertaking coaching within an organisational context | <ul style="list-style-type: none">• Be able to plan and organize a minimum of 6-12 hours of effective coaching with a maximum of two individuals.• Be able to undertake and record a minimum of 6-12 hours of effective coaching with a maximum of two individuals.• Be able to gather evidence of ongoing review of their own coaching practice. |
| Reflecting on coaching skills within an organisational context | <ul style="list-style-type: none">• Be able to review the effectiveness of their coaching practice.• Be able to plan for their own development in coaching. |

Level 3 Award or Certificate Commitment & Assessment

You are required to:

- Attend 3 days' workshop training over a 3-month period
- Attend two further two-hour tutorials over a further 3 months
- Complete a minimum of 6 hours of coaching with two coachees (Award)
- Complete a minimum of 12 hours of coaching with two coachees (Certificate)
- Complete a written assignment 2,500-3,500 words
- Submit a Coaching Diary, Reflective Log & Coaching Development Plan
- Complete 1-hour coaching supervision for Award and 2 hours for Certificate
- Complete essential reading

This programme usually takes around 6-8 months to complete.



“excellent facilitation”
“The coaching style was evident”
“enjoyable, stimulating and thought provoking”

Level 5 Certificate in Effective Coaching & Mentoring

The Level 5 Certificate in Coaching and Mentoring is an ideal qualification for managers with significant responsibility for coaching and mentoring as part of their day-to-day role, HR/L&D specialists with responsibility for leading on coaching strategy, or experienced independent consultants/coaches wishing to significantly enhance their coaching offering.

Key Learning Outcomes

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| Understanding the skills, principles and practice of effective coaching and mentoring within an organisational context | <ul style="list-style-type: none">• Understand the purpose of coaching and mentoring within an organisational context.• Understand the knowledge, skills and behaviours required to be an effective coach or mentor.• Understand the importance of effective contracting and management of the coaching or mentoring process. |
| Undertaking effective coaching or mentoring within an organisational context | <ul style="list-style-type: none">• Be able to plan and prepare effective coaching or mentoring within an organisational context.• Be able to undertake and record at least 18 hours of effective coaching or mentoring with a minimum of two and a maximum of three individuals.• Be able to demonstrate and evidence ongoing reflection and review of own coaching or mentoring practice. |
| Reviewing own ability as a organisational context | <ul style="list-style-type: none">• Be able to holistically review their ability to perform effectively as a coach or mentor within an organisational context.• Be able to develop a plan for their future professional development in coaching or mentoring. |

Level 5 Certificate Commitment & Assessment

You are required to:

- Attend five days' workshop training over a 5-month period
- Attend two further two hour tutorials over a further 6 months
- Complete a minimum of 18 hours of coaching with three coachees
- Complete a written assignment 4000-5,500 words
- Submit a portfolio including: Coaching Diary, Reflective Log, Supervision Record & Coaching Development Plan
- Complete three hours coaching supervision
- Complete essential reading

Level 5 programmes usually take around 12 months to complete.

“Course content and delivery was highly professional”

“excellent course that delivered against all of my expectations”

