**Level 5 ILM Coaching & Mentoring Qualification Opportunity**

**Do you work within a health or care related organisation in Herefordshire & Worcestershire?**

**Are you interested in becoming a qualified coach and mentor?**

**Would you like the opportunity to support the development of a range of colleagues working in health and care organisations across Herefordshire and Worcestershire?**

* As part of the increased partnership and system working across health and care in Herefordshire and Worcestershire, we are looking to expand the pool of trained coaches across the system.
* Funding is available to train a cohort of 12 people to achieve the ILM Level 5 programme in Effective Coaching and Mentoring, a recognised coaching and mentoring qualification.
* This opportunity is open to individuals working in any part of the health and care system in Herefordshire and Worcestershire (including local authorities, NHS Trusts, CCG, primary care settings, voluntary or independent sector, hospices etc). This programme will have a system focus and successful candidates will be asked to commit to facilitating coaching of colleagues from across different organisations in the system.
* The programme will be delivered virtually and comprises a range of interactive workshops, pre- and post-session activities, 1:1 coaching supervision & tutorials, facilitation of at least 18 hours of coaching, wider reading and completion of three written assignments.

**Interested and like to find out more?**

* Further details about the programme, key expectations and commitments are attached. It is intended that he programme will be delivered virtually, although this could change for later sessions depending on circumstances.
* A virtual information and briefing session about the programme will be taking place on **Thursday 25th March 2021 (2.00-3.00pm).** Please contact Abby Oates [abigailoates@nhs.net](mailto:abigailoates@nhs.net) for more details and to request the link.
* Application forms to be considered for a place to be submitted by 12 noon on **Monday 29th March 2021** and submitted electronically to Abby Oates (System Leadership Programme Coordinator) on [abigailoates@nhs.net](mailto:abigailoates@nhs.net)

**Programme Information - ILM Level 5 Certificate in Effective Coaching & Mentoring – Herefordshire & Worcestershire**

**Programme aim**

Coaching is recognised as a key approach to supporting people and teams to develop and grow. The Institute of Leadership & Management (ILM) **Level 5** **Certificate in Effective Coaching and Mentoring** aims to equip you with the knowledge, skills and confidence to coach and mentor others within an organisational context.

As part of this programme we are looking to expand the coaching capacity across the Herefordshire and Worcestershire health and care system, and particularly to support people with effective ‘system working’. This is essentially about using coaching to support people from different organisations to work and collaborate more effectively together to enable improvements to be made to care and services delivered.

As part of this aim, coaches who complete this training will be asked to provide coaching support to individuals who will be undertaking the new ‘Working Better Together – Making Integrated Care a Reality’ System Leadership programme. These individuals could be in a wide variety of roles and at different levels in the system

**Key outcomes**

Having completed the programme, you will be able to:

* Understand the role of a coach and mentor
* Use appropriate models and techniques to support coachees and/or mentees
* Demonstrate ‘real’ benefits to individual coachees and/or mentees and their organisations
* Make a case for coaching or mentoring approach to your organisation
* Self-assess and reflect on your own performance as a coach or mentor
* Perform effectively as a coach and mentor within the system

**Who can apply?**

There are no formal qualification entry requirements for this programme, however you will currently be working within health and care in Herefordshire or Worcestershire (this could include local authorities, NHS Trusts, CCG, primary care settings, voluntary or independent sector organisations, hospices etc).

You are likely to be in a role focussed on the development of others and/or have leadership or team management responsibilities – this could include project leadership. You will also be positive about wanting to support the development of those around you, and enabling others to make improvements to services.

We are particularly keen to receive applications from across our diverse workforce and from a wide range of partner organisations.

**What does the programme involve?**

By applying for a place on the programme, participants will be committing to the following:

* Active participation and full attendance at 6 x half day virtual workshops
* Engagement in 1:1 coaching supervision and tutorial sessions
* Completion of a range of pre and post-session activities
* Facilitation of 18 hours of coaching with two or three coachees, plus preparation time
* Completion of three assignments plus wider reading

This equates to 42 hours of guided learning plus up to 118 hours of wider study & coaching.

As part of your place being fully funded on this programme, the ongoing commitment will also be for you to:

* Become part of the pool of coaches available to individuals across the Herefordshire and Worcestershire health and care system
* Agree to provide coaching to colleagues from any part of the Herefordshire and Worcestershire health and care system – to include participants on system-wide leadership programmes
* Commit to coaching at least **4** individuals from across the system per year (up to six sessions per person).

**What are the virtual workshop dates?**

The workshop dates are as follows. By applying you are confirming you can attend all dates.

* Workshop 1 – 27th April 2021 (9.30-13.00)
* Workshop 2 – 5th May 2021 (9.30-13.00)
* Workshop 3 – 3rd June 2021 (9.30-13.00)
* Workshop 4 – 9th June 2021 (9.30-13.00)
* Workshop 5 – 7th July 2021 (9.00-13.00)
* Workshop 6 –29th & 30th July 2021 (9.30-13.00) NB group will be split in two – each individual will only need to attend one of the dates
* Tutorial -18th Oct 2021 (9.30-13.00)

There is also an information & briefing session taking place on 25 March 2021 (2.00-3.00pm)

**What is the cost?**

The programme is fully funded to support the development of coaches across health and care in Herefordshire and Worcestershire. However, should you not complete the programme we will look to reclaim the cost of the course from your organisation.

**Interested and like to find out more?**

A virtual information and briefing session about the programme will be taking place on **Thursday 25th March (2.00-3.00pm).** Please contact Abby Oates on [abigailoates@nhs.net](mailto:abigailoates@nhs.net) to request the link to attend or if you have any questions.

**Application Form - ILM Level 5 Coaching & Mentoring Programme 2021 (Herefordshire & Worcestershire)**

First Name ………………………………………….. Surname …………………………………

Job Title …………………………………………….. Organisation …………………………….

Email ……………………………………………….. Telephone ……………………………….

Address for course correspondence …………………………………………………………

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What are your reasons for wanting to undertake this programme? What are you hoping to learn?

How do you plan to utilise the skills and knowledge gained?

How will your attendance benefit the health and care organisations and system in Herefordshire and Worcestershire?

I confirm that I can attend all workshop dates and understand the ongoing commitments involved

Signature ……………………………………………………. Date ………………………….

***Line Manager Approval***

I confirm that I support this application and understand the required commitment of time for the programme and for ongoing coaching.

Line Manager name …………………………………. Signature …………………………………..