

The programme will develop your capacity to act as an effective coach-mentor, to help and support others to take responsibility and control of their own learning in order to improve and maximise their performance. You will examine tools, techniques and theories to develop appropriate skills for improving the performance of your colleagues and volunteer learners.

SUITABILITY

For those wishing to develop and extend their knowledge and skills in the context of individual coach-mentoring to help support others.

As a basic requirement, you should have English as the first language (GCSE grades A-C), O-level English Language, IELTS 6.0 or TOEFL at 600 equivalent.

ACCREDITATION

Practice and Professional: EMCC Foundation Level.

DURATION

6 months (flexible)

Number of input days: No mandatory days

Average hours required per month: 10 — 15 hours

NUMBER OF PARTICIPANTS

This is an individual programme with no group activities PLUS Invitation to join The OCM Network

COST

£2,950 (+ VAT)

LOCATION

You will be allocated your own Coach-Mentor Supervisor (CMS) with coach-mentoring sessions held at a mutually convenient time and location.

AIMS OF THE PROGRAMME

- To provide a range of practical opportunities and experiences for your personal development of the essential competences
- To provide opportunities to develop your knowledge, understanding and skills through practice and debate
- To develop your ability for independent thought to enhance your practice
- To develop your ability for objective reflection on personal strengths and needs
- To develop your awareness of relevant ethical issues.

APPROACH

You will be guided by your personal, qualified Coach-Mentor Supervisor (CMS) through a range of blended learning opportunities. This will include one-to-one coaching sessions; practice sessions with volunteer learners; Internet-based self-assessments of competences; a Learning Portal; guided reading and written reflections.

LEARNING OUTCOMES

- Ability to act consistently as an effective coach-mentor
- Ability to demonstrate comprehensive knowledge and understanding of models and their application for the

development and improvement of coaching and mentoring practice.

- Ability to anticipate and manage ethical issues within coach-mentoring practice.
- Ability to reflect critically on their own strengths and needs as a coach-mentor.

ASSESSMENT

The practice and professional component of your submission file will be assessed against the following standards:

- EMCC Foundation Level competences
- The stated learning outcomes of the programme.

BRIEFING

The programme starts with a Briefing session with your Coach-Mentor Supervisor.

FACE-TO-FACE OR TELEPHONE COACHING

You will arrange 8 hours of face-to-face/telephone conversations and feedback with your own Coach-Mentor Supervisor and a minimum of 20 hours with your 3 volunteer learners. If requested, additional hours of coaching with your personal coach-mentor may be purchased.

PEER GROUP SUPERVISION

You can also choose to join one of our many local support groups near you for Continuous Professional Development (CPD) and peer group supervision of your ongoing practice.

ONLINE SELF-ASSESSMENTS & RESOURCES

Learning to learn using electronic communication is an important aspect of the programme. You will be required to use the **Programme Support System (PSS)** to access all your programme resources, documentation and communications.

Online competence self-assessments and a very extensive range of online resources and products will be available for the duration of your programme. Your access to the online facility does not end at the conclusion of your programme: after graduating you will be entitled to a further years' free membership of The OCM Network.

KNOWLEDGE MODULES

You will be required to read 2 recommended books and write 1 reflection note each month on your total learning from all that month's blended learning activities.

180° FEEDBACK BENCHMARKING

After you have held at least 4 coach-mentoring sessions with your learners, our 180° feedback benchmarking questionnaire will provide you with quantitative and qualitative evidence to evaluate your progress in meeting the standards required for your award.

MASTER CLASSES

Video-based Master Classes from leading experts are only available as standard on Diploma and Advanced Diploma programmes. If desired, they may be purchased additionally.

TECHNICAL REQUIREMENTS

You will need to be in a location where there is access to, and the ability to competently use:

- an Internet connection — preferably broadband (ISDN is acceptable, but will be slow)
- Microsoft Internet Browser Version 6 or above
- a computer with a CD-ROM drive, ability to play audio and a printer
- Flash Player 9 for video plug-ins
- Microsoft Windows 97 and Office 97 or above
- a regularly updated virus checker installed

If you are a MAC user please check with us for compatibility.



Overview

	WORKSHOPS AND COACH-MENTORING	DEVELOPING HANDS-ON EXPERTISE	KNOWLEDGE MODULES AND LEARNING RESOURCES	SELF-ASSESSMENTS	SUBMISSION EVIDENCE
BRIEFING	1/2-day briefing with Coach-Mentor Supervisor (CMS)	Contracting sessions with 3 x Learners			Personal Learning Plan (PLP) for programme
MONTH 1	Individual session with Coach-Mentor Supervisor (CMS)	F2F or telephone sessions with 3 x Learners	Online Learning Portal Foundation level	12 Core coaching and mentoring competences	Reflection Note 1 on total learning from Month 1 activities
MONTH 2	Individual session with CMS	F2F or telephone sessions with 3 x Learners	Online Learning Portal	Peter Honey internet-based 'Learning Styles'	Reflection Note 2 on total learning from Month 2 activities
MONTH 3		F2F or telephone sessions with 3 x Learners	Coaching and Mentoring by Eric Parsloe and Melville Leedham	Foundation Level coaching and mentoring competences	Reflection Note 3 on total learning from Month 3 activities
MONTH 4	Individual session with CMS	F2F or telephone sessions with 3 x Learners	Online Learning Portal	Values and ethics	Reflection Note 4 on total learning from Month 4 activities
MONTH 5	Individual session with CMS	F2F or telephone sessions with 3 x Learners 180° Feedback from identified learners	Coaching for Performance by John Whitmore	Foundation Level coaching and mentoring competences re-visited	Reflection Note 5 on total learning from Month 5 activities
MONTH 6	Individual session with CMS 180°feedback benchmarking report	F2F or telephone sessions with 3 x Learners	Online Learning Portal Submission file date for assessment and certification: Within 12 months of the initial briefing session.		Reflection Note 6 on total learning from Month 6 activities Reflection Note 7 on learning from the 180°feedback report and total learning from all activities on the programme. Final PLP for ongoing learning.