

CMI LEVEL 5 AWARD IN COACHING AND MENTORING



PROGRAMME OUTLINE

The level 5 Award provides an opportunity to learn and develop coaching and mentoring skills and gain a recognised CMI qualification.

The Level 5 Award in Coaching and Mentoring is delivered over 60 learning hours (including 40 guided learning hours) which include a combination of a three day workshop, accessing a webinar, observed coaching practice, and other self-directed activities such as written assignments and reflective journals.

THE UNIT STUDIED IS:

Unit 5014 – Introduction to Management Coaching and Mentoring

This unit is about introducing the practice of management coaching and mentoring and the impact on individual development and performance. It will enable participants to develop their skills and understanding of how to use a coaching style to have productive conversations with their team members in order to meet desired goals and objectives.

CONTENT WILL INCLUDE:

- Understanding your own style as a leader
- What is a coaching culture?
- Introduction of and opportunity to use a coaching framework
- Understanding that coaching conversations can happen frequently and become part of who you are as a manager
- Practical coaching and mentoring skills



HOW IS THE PROGRAMME ASSESSED?

All the learning outcomes and assessment criteria related to the unit detailed above need to be assessed. Assessment is via a range of activities including a written assignment, observed coaching session and reflective journal.

PROGRAMME SUMMARY

LEARNING HOURS	COACHING HOURS (IN ADDITION TO THE UNIT TIME)	WHAT DOES THIS INCLUDE?
60 (One level 5 unit)	12 hours of logged coaching practice	• Two-day workshop • Webinar – ‘Leading with a Coaching Style’ • Observed coaching practice • Self-directed activities such as written assignments and reflective journals * If you opt for one of our on-line programmes, instead of face to face workshops you will attend a series of four 2-hour interactive virtual workshops

PRE-COURSE LEARNING

In order to prepare for the programme, participants will need to complete some pre-course learning. This will involve completing a lifeline activity and thinking about some themes or issues that they would like to discuss in coaching scenarios during the programme.

WHAT IS INCLUDED?

- Boo Coaching and Mentoring Handbook
- GROW model coaching cards
- Coaching and Mentoring textbook
- 1 year’s membership to the Chartered Management Institute
- Access to world class facilitators and coaching experts
- On-going access to all Team Boo alumni events

FACE TO FACE DELIVERY

There will be at least 4 weeks between workshop 1 & 2 to allow time for practice.



ONLINE DELIVERY





CHARTERED MANAGEMENT INSTITUTE – THE BENEFITS TO YOU

You can benefit from an extensive range of invaluable benefits, including

- **ManagementDirect**, the UK's largest and most comprehensive online resource centre for management and leadership.
- Online CPD recording tool
- *Membership Matters* - CMI's monthly e-newsletter keeping you up to date with the largest research, news and events
- Access to CMI Achieve, the exciting new mentoring scheme
- Exclusive networking opportunities, both online and through events
- Opportunities to become a Chartered Manager, the most prestigious award attainable in the management profession
- Free subscription to CMI's quarterly management magazine



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