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## ILM Level 5 Qualifications in Coaching and Mentoring

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The following pages contain course information.

For further information or to discuss this course in more detail, please contact **Best Practice on 01923 225225**

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# ILM Level 5 Qualifications in Coaching and Mentoring



## Who are these qualifications for?

The Certificate and Diploma in Coaching and Mentoring are ideal qualifications for managers with significant responsibility for coaching and mentoring as part of their day-to-day role. They are also designed to develop learners planning to move into a development role or start a career as a freelance coach and mentor.

## Benefits for individuals

- ▶ Get a critical understanding of the role and responsibilities of the workplace coach and mentor
- ▶ Deepen your understanding of how coaching and mentoring can impact an organisation
- ▶ Be able to assess your own skills, behaviours and knowledge as a coach and mentor
- ▶ Provide evidence of your own development as a coach and mentor through the qualification
- ▶ Plan your further development
- ▶ Plan, deliver and review coaching and mentoring in your organisation.

## Benefits for employers

- ▶ Ensure the managers you develop as coaches or mentors are properly equipped with the skills, knowledge and ethical understanding they need
- ▶ Develop a coaching and mentoring culture in your organisation, so that managers are able to provide effective support for the development of others and improve their performance.

There are three mandatory units in each qualification. The first unit, 'Understanding the skills, principles and practice of effective management coaching and mentoring' aims to enable learners to understand the role and contribution of coaching and mentoring, and build a business case.

The second unit, 'Reviewing own ability as a management coach or mentor' aims to give learners the ability to critically review their own personal qualities, skills and competence.

For the Certificate, the third unit requires learners to demonstrate their ability to plan, deliver and review at least 12 hours of coaching and mentoring in the workplace. For the Diploma, the final unit is an extended 100 hours of coaching and mentoring, with multiple clients, and there is an added focus on using supervision and reflective review to develop individual practice.

## Progression

This qualification will provide progression opportunities to other new qualifications such as:

- ▶ ILM Level 5 Diploma in Coaching and Mentoring
- ▶ ILM Level 5 Award, Certificate or Diploma in Leadership and Management
- ▶ ILM Level 7 Certificate or Diploma in Executive Coaching and Mentoring.

## Qualification overview

Qualification title	Credit value	Structure
Level 5 Certificate in Coaching and Mentoring	13 credits	<ul style="list-style-type: none"><li>▶ One hour induction</li><li>▶ At least two hours tutorial support</li><li>▶ Three mandatory units*</li></ul>
Level 5 Diploma in Coaching and Mentoring	37 credits	<ul style="list-style-type: none"><li>▶ One hour induction</li><li>▶ At least two hours tutorial support</li><li>▶ Three mandatory units*</li></ul>

\*Refer to table overleaf for unit details

## Rules of combination

### Certificate

- ▶ Three mandatory units  
(total credit value of 13)

### Diploma

- ▶ Three mandatory units  
(total credit value of 37)

## Overview of units

Reference	Unit title	Level	CV*	GLH**	Mandatory***
8580-500	Understanding the Skills, Principles and Practice of Effective Management Coaching and Mentoring	5	5	18	C D
8580-501	Undertaking Management Coaching or Mentoring in the Workplace	5	5	12	C
8580-502	Undertaking an Extended Period of Management Coaching or Mentoring in the Workplace	5	29	20	D
8580-503	Reviewing Own Ability as a Management Coach or Mentor	5	3	7	C D

\*Credit value. \*\*Guided learning hours. \*\*\*C=Certificate. D=Diploma.

### Learning resources

There is a range of materials available to support ILM qualifications, for full details browse online at [www.i-l-m.com/shop](http://www.i-l-m.com/shop)

### ILM membership

ILM membership brings access to a wide range of online resources, news and information that have been specially selected to support management learning and development. It's the ideal way to help learners get the most from their ILM programme and support their management career. Visit [www.i-l-m.com/members](http://www.i-l-m.com/members) for more information.

### Our ethos

Our qualifications combine innovative design with a strong focus on workplace performance, we believe this delivers well-rounded managers with a proven ability to perform to the required standards.

### Contact ILM

The ILM Customer Service Team is dedicated to providing the very best in customer care. If you need guidance on any aspect of leadership and management development, whether at an individual or organisational level, contact ILM.

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