



Training Attention Ltd
systems thinking in practice

ILM Level 3 Award for First Line Managers and Team Leaders

What should you already know?

You don't need any prior experience in coaching for this course, just the professional context in which to practice with direct reports, team or group members and peers.

Who is this course for?

This course is for first line managers, team and group leaders who wish to develop their coaching skills to form an integral part of their job role.

Course includes:

- Fundamental coaching techniques such as feedback, setting outcomes, solution focussed thinking and more
- Creating the context for successful coaching through contracting and setting expectations
- Clean Language training to hone questioning skills and active listening
- Emotional intelligence
- Reflective practice and personal development
- Review of existing coaching models such as GROW, Double Loop Learning
- Action Learning Sets and a variety of learning contexts
- 12 hours of coaching practice outside course delivery time

www.trainingattentioninbusiness.co.uk



Training Attention Ltd

systems thinking in practice

About the course

This course is spread over 3 full and 1 half delivery days of group learning, action learning sets who meet in between and coaching practice, which is supervised on line and by teleconference.

You will be in a group of up to 20 people with 2 Training Attention facilitators. You will work in a smaller, action learning group of 3 – 6 people.

Why learn with us?

Training Attention have been developing new, innovative coaching methods since 1997. Our Feedback Model has been presented and published at academic conferences, is used by the ILM, Universities, Teacher Training Colleges, Schools and Corporations such as Boots PLC and the Jeyes Group.

We are experts in delivering double loop learning and ensuring that the group work is as useful for individual personal development as it is for gaining information. Our group work techniques have been applied to diverse contexts such as corporate mergers, culture change, preventing bullying in schools and improving job outcomes for the long term unemployed. This variety keeps our processes fresh and exciting.

Coming on our course will provide you with more than just a coaching qualification. You will develop skills for use in meetings, your own career development and at home. You will improve your communication and develop a high level of self awareness.

How long does it take?

The 3 ½ delivery days are spread over 2 months, giving plenty of time to practice and meet up with your set in between.

What's involved?

As well as the face to face training time you will need to make time for:

- Reading 1 course book
- Completing the workbook with your coaching log and learning reflection,
- Meeting up either in person or by teleconference for 12 hours with your action learning set

www.trainingattentioninbusiness.co.uk



Training Attention Ltd

systems thinking in practice

- 12 hours professional coaching practice in your workplace
- Email supervision and communication with course facilitators during the practice

When you have completed this course, you will be able to:

To provide coaching support within your professional remit to improve performance, develop leadership qualities, facilitate peer coaching networks, troubleshoot career difficulties, inspire and motivate.

The course covers the following VRQ units, accredited through the ILM:

D3.01	Understanding good practice in Workplace Coaching	3 credits
D3.02	Organising workplace coaching	2 credits
D3.03	Undertaking supervised coaching in the workplace	3 credits

What course follows this one?

As you progress in your organisation you can upgrade your qualification to the Level 5 and Level 7 Coaching courses. For more information on these please see....

It is also possible to register for the ILM Level 3 AWARD only (D3.01, D3.02, D3.03) and take the final Level 3 unit D3.04 at a later date, provided it is with 1 year of registration. This would upgrade your qualification to the Level 3 Certificate for Professional Workplace Coaches and would incur a further cost of £100 plus VAT

Cost

£895 per person, plus VAT

To Book

Contact Sandie on sandie@trainingattention.co.uk

www.trainingattentioninbusiness.co.uk