

## Core Coaching and Mentoring Skills

A practical and accredited foundation in coaching and mentoring, ideal for managers wishing to more effectively lead their teams

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### Programme Structure

Nine, 90-minute sessions (delivered face-to-face over 2-3 days, or every 2 weeks by webinar), covering theory and models, skills practice, and group discussion

### Learning Activities

Presentation, skills practice, group discussion, reflection notes, and tutor feedback

### Focus of Each Session

A different aspect of coaching and mentoring is covered in each 90-minute session

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An introduction for individuals to develop core coaching and mentoring skills, including creating reflective space, contracting, various models, tools and techniques and time for developing coaching and mentoring skills through practice and reflection.



*“The coaching has brought a significant shift in my approach to leadership and teamwork and has helped me move away from simply providing solutions, to empowering team members to find their own.”*

### How to apply?

Review [details online](#), or get in touch for an initial discussion.  
Email [info@coachmentoring.co.uk](mailto:info@coachmentoring.co.uk)

# Programme content

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## 30 hours study

9 x 90-min sessions

9 x 1-hour practice sessions

9 x reflection notes

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## Faculty staff



Paula Brennan



Linda Grant



Auriel Majumdar



Lis Merrick



Lydia Sparrow

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## Session One

- What do you want to get out of the programme?
- What are coaching and mentoring?
- The role of reflection in C&M
- Listening Skills with practice

## Session Two

- Using questions
- Using Process Models, with practice

## Session Three

- Building a safe space, developing trust and psychological safety
- Contracting – creating an agreement
- EMCC Global Code of Ethics
- C&M practice

## Session Four

- Adapting your C&M to the context and adjusting your approach (to cover performance coaching, coaching as a line manager and technical skills mentoring)
- Using a Solutions Focussed Approach with practice

## Session Five

- Understanding motivation, goal focus and performance as a coach/mentor
- Building self-awareness in your mentee/coachee and identifying blind spots
- Providing constructive feedback
- C&M practice

## Session Six

- How to help identify development opportunities
- Supporting as a Coach or Mentor to develop a Growth Mindset
- C&M practice

## Session Seven

- Using challenge in C&M
- Being aware of and reducing bias
- Helping individuals to speak up and speaking truth to power
- C&M practice

## Session Eight

- Understanding the Grief Cycle and commitment to change
- Considering Bridges' Model of Transition and tools and techniques to use as a coach/mentor in each stage
- C&M practice

## Session Nine

- C&M to develop better mental health
- C&M in burn out situations
- Developing resilience through C&M
- Supervision
- Next steps as a coach and mentor to create a personal statement

The course provides a European Individual Accreditation (EIA) Foundation award from EMCC. Get in touch to find out more. Email: [info@coachmentoring.co.uk](mailto:info@coachmentoring.co.uk)