



# Leadership Development Centre

Effective Coaching and Mentoring 2018

# Effective Foundation Coaching & Mentoring

## Value Proposition

Provide participants with a coaching and mentoring framework that will enhance insight into the processes, techniques and critical success factors of coaching and mentoring. This short course aims to improve application of coaching and mentoring at all levels within the participant's organisation while at the same time building an understanding for applicability of coaching and mentoring

This short course provides direct contact with a professional coach and introduces what is known as the “sustainable capacity plan” that will hone personal effectiveness as a leader as coach / mentor. Participants enrolled in this short course will develop capabilities as a professional coach.

Coaching skills are developed based on standards aligned and developed by the Graduate School Alliance of Executive Coaching (GSAEC). The programme is designed on the framework developed by GSAEC (Graduate School Alliance of Executive Coaching). GSAEC research best practice in Coaching Education. As such the WBS programme is constantly based on best practice and grounded in research.

## Target Audience

Individual who want to build knowledge and skills in coaching and mentoring either as an internal coach, providing professional business coaching and mentoring to their employees; or to develop their coaching and mentoring skills to operate as professional coaches.

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## Programme Duration & Structure

The programme is modular in nature. It is 5 days long split into three sessions six weeks apart. Each delegate is required to do 10 hours of practical coaching or mentoring as part of the programme. 4 hours of attendance of mentoring community of practice sessions or coaching supervision sessions is required.

## Programme Level

As a public tertiary education institution, the University falls under the Council for Higher Education rather than SAQA. This programme is presented at the equivalent of NQF level 8

## Competence / Attendance

The programme is a certificate of competence and so 100% attendance is required. Assignments and practical coaching or mentoring as well as community or practice or supervision sessions are a critical part of the programme.

A sustainable capacity plan as a coach / mentor is required as is a reflective essay on the experience. An audio and video tape of a one hour coaching session by the coach will be followed by individual developmental feedback with a supervisory coach / mentor.

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## Course Content

- Foundation theories in coaching and mentoring
- The application of a coaching and mentoring framework
- Critical success factors in coaching
- Ethics and a code of coaching conduct aligned to international best practise
- Feedback techniques in coaching and mentoring
- Develop a personal coaching and mentoring plan based on self-assessment of their needs
- Develop awareness around on going professional development through forming a community of practise in coaching and mentoring

## Outcomes

- Practice and provide professional coaching and mentoring to organisations
- Examine and establish a knowledge base that underpins coaching and mentoring
- Evaluate and identify coaching needs and propose an appropriate coaching and mentoring strategy
- Apply techniques to coach / mentor a team member effectively
- Describe the professional environment and context in which coaching and mentoring operates
- Evaluate the legal and ethical implications of coaching and mentoring

# Effective Coaching & Mentoring in a Nutshell

Programme Name	Duration	Coaching / mentoring Practise	Assessment	Notional Hrs Certificate	Admission requirements
Foundation Programme in Coaching and Mentoring	5 days of lectures split into three sessions 6 weeks apart to enable the practical coaching to take place	10 hours of practical mentoring; 4 hours of community of practise / supervision sessions	Audio and video recording of a one hour mentoring session followed by a developmental feedback session. Evidence of 10 hours of mentoring in mentoring log A sustainable capability plan as a coach / mentor and a reflective essay	327 notional hours made up of 5 days of lectures; coaching experience; community of practise / supervision sessions and preparation	Delegates should have a first degree or a minimum of five years work experience and be a manager or aspirant manager

*The price is R 29,250.00 per delegate (WITS is a public entity & therefore does not charge VAT)*

## Fee Inclusions:

- 5 days of facilitation of programme/s including course material @ Wits Business school spread over 5 months 6 weeks apart
- One hour developmental coaching feedback session on your final coaching project
- 4 hours of attendance of coaching supervision sessions as part of your development
- Programme management & administration

## Fee Exclusions

- Travel & accommodation for delegates



Thank you