



# Coaching Fundamentals

## Programme Dates

Session Title	Date/s	Duration	Delivery Mode	Overview
Induction Session	20/01/2025	2 Hours	Synchronous	This session is aimed at welcoming and orienting participants to the programme.
<b>Module 1 The Coaching Approach and Mindset &amp; Module 2 Having Coaching Conversations</b>				
eLearning Course 1	Before Workshop 1	2 Hours	Asynchronous	These Modules consist of 2 x 2-hour asynchronous elearning courses, followed by a 3-hour synchronous Virtual Workshop and a synchronous 3-hour Action Learning Session.  Module 1 provides a comprehensive overview of coaching, covering its definition, historical development, and key influences. It explores how coaches can develop a positive coaching approach and mindset. Module 2 focuses on the fundamentals of coaching conversations, with an emphasis on how to develop choice, awareness, and responsibility with coachees.
eLearning Course 2		2 Hours	Asynchronous	
Virtual Workshop 1	12/02/2025	3 Hours	Synchronous	Participants will be able to complete eLearning Course 1 and eLearning Course 2 in their own time and at their own pace. Both eLearning Courses must be completed before the Virtual Workshop.
Action Learning Session 1	12/02/2025	3 Hours	Synchronous	During an Action Learning session, participants will have the chance to apply insights from the learning modules in real coaching sessions with their peers. They will observe each other's techniques, provide constructive feedback, and refine their own skills in a supportive environment.
<b>Module 3 Contracting &amp; Module 4 Core Coaching Skills</b>				

eLearning Course 3	Before Workshop 2	2 Hours	Asynchronous	These Modules consist of 2 x 2-hour asynchronous elearning courses, followed by a 3-hour synchronous Virtual Workshop and a synchronous 3-hour Action Learning Session.
eLearning Course 4		2 Hours	Asynchronous	Module 3 provides a high-level overview of contracting, covering its fundamental aspects and key elements. Module 4 covers essential topics to enhance effective coaching - listening, questioning, coaching styles and challenge.
Virtual Workshop 2	12/03/2025	3 Hours	Synchronous	Participants will be able to complete eLearning Course 3 and eLearning Course 4 in their own time and at their own pace. Both eLearning Courses must be completed before the Virtual Workshop.
Action Learning Session 2	12/03/2025	3 Hours	Synchronous	During an Action Learning session, participants will have the chance to apply insights from the learning modules in real coaching sessions with their peers. They will observe each other's techniques, provide constructive feedback, and refine their own skills in a supportive environment.

### Module 5 Coaching and Change & Module 6 Coaching Emotional and Cultural Intelligence

eLearning Course 5	Before Workshop 3	2 Hours	Asynchronous	These Modules consist of 2 x 2-hour asynchronous elearning courses, followed by a 3-hour synchronous Virtual Workshop and a synchronous 3-hour Action Learning Session. Module 5 focuses on how to enable individuals to drive effective change within their organizations through coaching. Module 6 explores the concept of Emotional Intelligence (EQ) and Cultural Intelligence (CQ) and their importance in coaching.
eLearning Course 6		2 Hours	Asynchronous	
Virtual Workshop 3	09/04/2025	3 Hours	Synchronous	Participants will be able to complete eLearning Course 5 and eLearning Course 6 in their own time and at their own pace. Both eLearning Courses must be completed before the Virtual Workshop.
Action Learning Session 3	09/04/2025	3 Hours	Synchronous	

### Integration Session

Integration Session	23/04/2025	2 Hours	Synchronous	This session brings together all learning from Module 1 - 6 through a learning reflection component.
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## Mentoring

Group Coach Mentoring Session #1	26/03/2025	2 Hours	Synchronous	<p>Spread across 3 x 2 -hour sessions. In a Group Coach Mentoring Session participants have the opportunity to collaborate and learn from others. They will engage in group discussions, mini coaching sessions, and receive valuable feedback from both experienced and dedicated Mentor Coaches and their peers.</p> <p>*TBA - these sessions are arranged at the beginning of a cohort and will take place over the course of the programme anytime between the completion of Module 1 and the Integration Session, which marks the end of the synchronous element of the programme.</p> <p>Engagement in Mentor Coaching is only for participants who wish to peruse ICF Coaching Accreditation.</p>
Group Coach Mentoring Session #2	29/04/2025	2 Hours	Synchronous	
Group Coach Mentoring Session #3	20/05/2025	2 Hours	Synchronous	
Individual Coach Mentoring Session #1	TBA*	1 Hour	Synchronous	<p>Spread across 4 x 1 -hour sessions scheduled at participants convenience. In an Individual Coach Mentoring session participants have the opportunity to receive personalized 1:1 feedback from a dedicated Mentor Coach to foster substantial growth and development of coaching competencies.</p> <p>In each session participants will engage in invaluable moments of reflection and purposeful practice, designed to precisely target areas for improvement and propel their coaching skills to new heights.</p> <p>*TBA - these sessions are arranged between facilitator and individual participants and will take place over the course of the programme anytime between the completion of module 1 and the Integration Session, which marks the end of the synchronous element of the programme.</p> <p>These sessions are only for participants who wish to peruse ICF Coaching Accreditation.</p>
Individual Coach Mentoring Session #2	TBA*	1 Hour	Synchronous	
Individual Coach Mentoring Session #3	TBA*	1 Hour	Synchronous	
Individual Coach Mentoring Session #4	TBA*	1 Hour	Synchronous	

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