

**ILM SCQF Level 11****Certificate and Diploma in Executive Coaching and Mentoring****Who are these qualifications for?**

The Certificate and Diploma in Executive Coaching and Mentoring are designed for senior managers or HR/OD professionals who want to develop their expertise and credibility in the fields of coaching and mentoring, or to establish coaching on an organisational level. They are also ideal for professional coaches and mentors seeking to enhance and accredit their experience with a nationally recognised qualification.

**Benefits for individuals**

- Know how to review and build the context, strategy, culture and processes for coaching and mentoring at a senior and strategic level
- Understand and analyse different coaching and mentoring models and their impact
- Learn how to evaluate the effectiveness of coaching and mentoring in an organisation
- Critically review your own communication skills, emotional intelligence, interpersonal skills and values, to assess your competence as a coach or mentor
- Plan, deliver and review coaching and mentoring contact with clients at a senior and strategic level.

**Benefits for employers**

- Implement coaching in complex working environments or at a senior and strategic level in your organisation
- Ensure your organisation's coaches and mentors are properly equipped with the skills, knowledge and ethical understanding they need
- Benchmark your organisation's approach against the latest and best industry practice
- Create a coaching and mentoring culture in which senior managers and leaders demonstrate their commitment to supporting their own and others' development and performance improvement.

There are three mandatory units in each qualification. The first unit, 'Understanding the context of coaching and mentoring in a strategic business environment' aims to enable learners to critically review the role and contribution of coaching and mentoring at a senior level. The second unit, 'Reviewing own ability as a management coach or mentor' will give learners the tools and techniques to review and improve their own practise, and understand how the client's organisational culture and structure affects the coaching and mentoring relationship.

For the Certificate, the third unit requires learners to demonstrate their ability to plan, deliver and review at least 20 hours of coaching and mentoring in their workplace. For the Diploma, this unit is extended to 100 hours of coaching and mentoring, and there is an added focus on assessing their work against best practice standards and benchmarks.

**Progression**

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

- ILM SCQF Level 11 Award, Certificate or Diploma in Leadership and Management.

**Qualification overview**

Qualification title	Credit value	Total qualification time	Structure
SCQF Level 11 Certificate in Executive Coaching and Mentoring	15 credits	150 hours	<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>
SCQF Level 11 Diploma in Executive Coaching and Mentoring	40 credits	400 hours	<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 below for unit details

**Rules of combination****Certificate**

- Three mandatory units (15 credits)

**Diploma**

- Three mandatory units (37 credits)

**Overview of units**

Reference	Unit title	SCQF Level	CV*	GLH**	Mandatory***
8820-110	Understanding the Context of Coaching and Mentoring in a Strategic Business Environment	11	5	14	C D
8820-111	Undertaking Coaching or Mentoring at a Senior and Strategic Level	11	5	12	C
8820-112	Undertaking an Extended Period of Supervised Coaching or Mentoring at a Senior or Strategic Level	11	30	20	D
8820-113	Reflecting on Your Own Ability to Perform Effectively as a Coach or Mentor Practising at a Senior Level	11	5	21	C D

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

**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.

**T 01543 266867**

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All ILM qualifications are awarded by the City and Guilds of London Institute, which was founded in 1878 and is incorporated by Royal Charter.

**Learning resources**

There is a range of materials available to support ILM qualifications through our online portal, Walled Garden, and the ILM website. Contact us to find out more.

**Institute of Leadership & Management membership**

All ILM learners receive a minimum of 12 months membership of the Institute of Leadership & Management, bringing access to a wealth of resources to support their leadership development.

**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.