



ILM Level 7 Certificate or Diploma for Executive and Senior Level Coaches and Mentors



Approved Centre



inspired2learn
COACHING & MENTORING





ABOUT THE QUALIFICATION

- Achieve an internationally recognised qualification
- A practical course supported by a wealth of learning materials
- Get started straight away – plenty of private study materials to help you
- Post graduate level study and qualification
- Flexible assignment deadlines to fit your busy schedule
- Plenty of support and coaching supervision
- Personal tutor to guide you throughout
- Choose from a Level 7 Certificate or Diploma
- Learner membership of the Association for Coaching & CPD Certificates
- On line subscription to Coaching at Work magazine
- Double Coach Training Accreditation with the Association for Coaching

You should expect to commit to approximately 300 hours over one year (400 for the Diploma), based on our many years of experience in supporting this qualification.

DOUBLE ACCREDITATION

ILM and the Association for Coaching



Achieve double accreditation when you qualify as a coach with inspired2learn. All options require successful completion of your ILM assignments and qualification. You have three options - all are included within your 1 year study period :

Option 1 - Accredited Award in Coach Training (AACT)

- 40 class - based training hours , 12 of which must be attended live.
- Successful completion of your ILM qualification

Summary

- Core coaching skills (listening, questioning, raising awareness and designing actions)
- AACT Course provides sufficient training hours for coaches wishing to pursue Foundation / Foundation Executive Coach Accreditation with the AC

Option 2 - Accredited Certificate in Coach Training (ACCT)

- 60 class - based training hours , 20 if which must be attended live
- Successful completion of your ILM qualification

Summary

- Comprehensive core coaching skills including skills drawn from a range of theory, models and practice.
- ACCT Course provides sufficient training hours for coaches wishing to pursue Coach / Executive Coach or Professional/ Professional Executive Coach Accreditation with the AC

Option 3 - Accredited Diploma in Coach Training (AADCT)

- 80 class - based training hours, 30 of which must be attended live
- Successful completion of your ILM qualification

Summary

- An advanced training that develops an expert knowledge and deep understanding of the art and practice of coaching.
- Includes in-depth study of NLP Coaching
- AADCT Course provides sufficient training hours for coaches wishing to pursue Professional / Professional Executive Coach or Master / Master Executive Coach with the AC
- Only 8 other providers in the UK offer this and of this only 2 are also ILM centres



OUR FULLY SUPPORTED PACKAGE:

Course fees include the following:

- The option for a FREE NLP Coach Diploma, plus discounted fees for the NLP Coach Practitioner
- On line access to a wealth of coaching resources
- Plenty of invaluable guidance and feedback with assignment writing and your coaching portfolio
- All fees and assessment for your ILM qualification
- A huge library of recorded webinars and a menu of live virtual workshops
- Peer support from other learners
- Teaching provided by Clare Smale, winner of the EMCC Global Coach Award 2023

HOW THE QUALIFICATION IS STRUCTURED

All ILM qualifications are awarded by the City and Guilds of London Institute, founded in 1878 and incorporated by Royal Charter. There are three units of study:

1. Understanding the Principles and Practice of Effective Coaching and Mentoring at an Executive or Senior Level (one written theoretical assignment).
2. Undertaking Coaching or Mentoring at an Executive or Senior Level - submission of a detailed coaching or mentoring portfolio for 20 coaching hours (60 for the Diploma).
3. Reflecting on Your Ability to Perform Effectively as a Coach or Mentor at an Executive or Senior Level (one written assignment).

ENROLMENT AND PAYMENT

Are there any entry requirements?

There are no formal entry requirements, although participants must have access to senior strategic senior leaders to complete the practical coaching work. The course is a post-graduate level qualification and includes independent research, reflection and preparation of three large assignments.

If you are not sure if the course is the right academic level for you, call Clare on 01380 888013.

This qualification is learner led and you will not be spoon fed. You need to be capable of planning your time against other competing demands and be happy to ask for support whenever you need it – we will be with you every step of the way with advice and guidance.

How do I enrol ?

We will send you an enrolment form. You can start the course any time and you must complete the course in 12 months. You set the pace and some take less time, depending on work commitments. Work at a pace that suits your lifestyle and with your final deadline in mind.

What are the payment options ?

You have the option to pay the full fee in advance or pay a deposit and then set up a payment plan by direct debit.

This qualification is available using the MOD's Enhanced Learning Credits (ELCAS number 7065).

Further information can be found under our FQA's on our [website](#)

QUALIFICATION PROCESS - STEP BY STEP

Enrolment

Enrolment and payment of qualification fee – start any time.

On line access to a wealth of ILM and i2I learning resources.

Your personal tutor will contact you and give you everything you need to get started. Set short and long terms goals for your learning and discuss timescales with your tutor. Your initial induction meetings will total two hours and take place in month 1.

Start Assignment 1

Begin preparation for the first theoretical assignment as soon as you are ready. The first assignment title is *“Understanding the Principles and Practice of Effective Coaching and Mentoring at an Executive or Senior Level”*. Your tutor will discuss a pathway learner journey with you after enrolment and as part of the induction process. You will decide what order to approach the learning and assessment tasks with their help.

Webinars

Getting started with executive coaching – an introduction to the skills, knowledge and behaviours required of an executive coach. A series of practical and engaging webinars (live or recorded), preparing you for real executive coaching sessions. Includes contracting, record keeping and a selection of coaching models, tools and techniques. Teaching provided by Clare Smale, winner of EMCC Global Coach of 2023.

Tasks to complete

Start your coaching portfolio (the second assignment). Begin your executive coaching with at least one person as soon as you are ready. Continue with the menu of live and recorded webinars as required. Dip in and out according to your needs and interests. Coaching supervision is available, plus plenty of opportunity for Q&A with your peers on the course and your tutor.

Webinars

Immerse yourself in further inspiring training – learn more advanced tools and techniques. Develop greater flexibility in your approach to executive coaching, with plenty of opportunity for Q&A, advice and sharing of experiences.

Join a coaching triad (optional), where you will practice your coaching with peers and receive feedback.

QUALIFICATION PROCESS - STEP BY STEP

Tasks to complete

Continue writing your first assignment at your own pace. Build your executive coaching hours and put into practice your learning from the webinars. You will be given a detailed template to help you with your coaching portfolio and learning reflections. Plenty of written and personalised advice. Coaching supervision available as required.

Webinars

Add to your coaching toolkit. Build your confidence with more advanced approaches. Practice with like-minded people in a supportive learning environment through coaching triads. Plenty of opportunity for Q&A, advice and sharing of experiences.

Finishing your ILM qualification

Finish writing the theoretical assignment (if you haven't done so already). Complete the portfolio of evidence assignment for your executive coaching hours, including a detailed reflective diary.

Achieve your ILM qualification

Once you have completed your coaching hours, you can start the third and final written assignment. Assignment 3 requires you to reflect on your ability as an executive coach and create a professional development plan for the year ahead.

Congratulations!

You are now a fully qualified Executive Coach and Mentor !



Course Content

In order to achieve the ILM Level 7 qualification, you will undertake private study supported by a wealth of resources. You will need to complete a minimum of 40 hours of class - based learning, via live or recorded webinars. Your approach to this will be very flexible and can be adapted around your personal and professional commitments. There is a menu of live events to choose from each month and as everything is recorded, it is easy to catch up with anything you miss.

40 Hours

**Live
webinars**



**Recorded
webinars**



**Face 2 Face
workshops**

The Syllabus

The syllabus for your qualification is one of the most highly regarded in the UK, approved by Ofqual and providing credits on the Regulatory Qualifications Framework. Our coaching courses don't just deliver the approved and regulated syllabus – we also provide a valuable skills development journey that is grounded in best coaching practice. Designed and delivered by Clare Smale, a professional EMCC Master Coach and Supervisor, you will have access to a wonderful menu of learning opportunities. Explore the work of many different authors, influencers and experts in coaching. Find your own style and approach. Use your coaching skills and knowledge in your workplace or as a freelance coach. Clare was awarded Global Coach of 2023 by the EMCC, so you will be in expert hands.

Course Content

Study Modules

Beginners to coaching will probably begin with webinar recordings from Learn2Coach Module 1 and cover all the basics such as coaching models, listening skills, effective questions, ethics and contracting. Experienced coaches might skip module 1 and instead dip in and out of resources that address gaps in knowledge or skills (extending the coaching toolkit). Your learning journey will be personal to you - everyone is different and your tutor will guide you.

- Induction - 2 hours with your tutor to create a personalised pathway for your year ahead.
- **Module 1 - for beginners** – these webinars cover many of the essential skills, knowledge and behaviours that will get you started on your coaching journey.
- **Module 2 - creating your coaching toolkit** – the core models that you will need, plus a few of the best coaching tools to get you started.
- **Module 3 - supporting your development and reflections with models and theories** – topics to get you thinking and reflecting upon your professional practices and ethics.
- **Module 4 - extending your coaching toolkit** - practical tools and techniques to use in coaching sessions. The option to complete the NLP Coach Diploma FREE !
- **Module 5 - coaching demonstrations** - genuinely 'live' and unscripted coaching sessions with Clare – shared with permission from the coachees.
- **Module 6 - masterclasses** – more advanced webinars - these assume you have a good grasp of the basics and some experience upon which to build.
- **Advice and guidance** – webinars to specifically help with assignments.

Once you have qualified, you will have the option to sign up for discounted Alumni learning packages, including on going access to webinars and supervision. Plus FREE quarterly alumni network meetings.

Course Content

Materials

You will have access to a huge range of materials via Coaching at Work magazine and your Association for Coaching membership. We provide excellent scaffolding and templates for all the assignments and practical coaching, reading lists and links to other free resources on the internet. Clare and the tutors will freely share their knowledge and experiences with you, so that wherever you are in your coaching journey, you can continue to learn and develop.

Gain Theoretical Knowledge. Tools, Techniques and Approaches

Learn practical tools, practice coaching behaviours and spend time with other learners for peer support. All of this is available to you remotely and with flexibility. The minimum requirement is for 40 hours of class - based formal learning activity, which you can approach through live webinars and webinar recordings. In addition to tutor support, you will also be supervised by an experienced coach supervisor.

The coaching tools, techniques and approaches we give you, can be used in many different types of coaching and are extremely adaptable. We don't restrict you to one methodology or approach and aim to give you a wide variety of coaching models, theories and approaches so that you can decide what best suits your style and coaching environment. All are suitable for internal coaches in organisations as well as executive coaches running their own business.

NLP coaching tools, such as working with values, beliefs, identity, purpose and Behaviour change. The NLP Coach Diploma is included in your fees and there is a discounted rate for the NLP Coach Practitioner should you wish to progress further with this aspect of your coaching.

Course Content

Learn transferable skills, behaviours and knowledge

Learn the skills, behaviours and knowledge to support different coaching contexts such as life coaching, executive coaching, performance coaching, leadership coaching and workplace coaching. Everything you learn can be adapted into multiple situations, whatever your background and coaching ambitions.

There are regular live webinars that discuss a huge range of coaching approaches with time to practice tools and techniques. These are recorded so you can watch them in your own time. With well over 300 hours of optional recorded workshop content, you won't be short of things to learn and discover when you study with us!

After registration, you will have password access to the Institute of Leadership's learning resources, student access to the Association of Coaching learning resources and also a huge library of articles, tools, techniques and templates on the inspired2learn website. Coaching at Work magazine will provide you with plenty of case study material and bang up to date thinking from some of the best coaches and authors in the world.

Our Ambition



Our ambition is to be the most well-regarded and reputable provider of ILM coaching qualifications in the UK.

We are ethical and authentic in our support for coaches and the coaching profession. We love sharing our experience, knowledge and enthusiasm for coaching and we care about the outcomes and experiences of our clients and learners. We offer high quality teaching, experience of a wide variety of coaching models, approaches and resources, plus plenty of advice and support. At inspired2learn we are fully invested in our own CPD and learning and we continually seek opportunities to broaden our depth of knowledge and experience so that we can be at our best to support you.

As a learner on a coaching programme with us, you will be able to experience a variety of tools, techniques and methodologies and then decide what suits your style, context and clients. We will support you to be the best coach you want to be (ethically and professionally), rather than insist on a 'right way'. We promote the work of all the professional coaching bodies in the UK and are truly independent. inspired2learn is a training provider member of the AC and Clare is individually accredited with the EMCC as a Supervisor and Master Practitioner coach. Clare is the winner of the EMCC Global Coach Award 2023



Meet the level 7 team



Clare Smale

Clare Smale is a Director of inspired2learn and leads the team. She is an experienced trainer, facilitator, executive coach and supervisor. She has published three coaching books and speaks at a range of events in the UK and beyond. Her current work includes the design and delivery of ILM Coaching and Supervision Qualifications at levels 3, 5 and 7, plus private practice offering executive coaching and supervision to a range of clients. Responsible for the design and delivery of most of your training, Clare is the EMCCs Global Coach of the year 2023



Andrew Coates

Andrew Coates is a tutor for ILM coaching and mentoring qualifications. He is an ILM Level 7 qualified executive and senior level coach with over 25 years' experience of developing both people and organisations. Andrew has his own coaching business and has a wealth of practical experience to share.



Liz Martin

Liz Martin BA (Hons) PGCE, NPQH is an associate tutor and assessor for ILM coaching and mentoring qualifications. She is an ILM Level 7 qualified executive and senior leader coach, with 20 years' experience of senior leadership and management in public sector Education. Liz runs her own private coaching practice and like the rest of the team, can share her practical and up to date experience.



Sally Dellar

Sally Dellar is Qualifications Manager and VA to the Inspired2learn team. Sally has over 20 years of experience working in education, quality, people and administration. She is experienced in developing, improving and implementing processes across a range of functions. Sally looks after your student App and will help you to log your progress and receive support

WHAT OUR STUDENTS SAY ...



"I think the webinar recordings are fab, I am hooked on them and getting so much out of them."

Emma, Southampton

"I would just like to thank you for all your support throughout the ILM coaching qualification. I found the webinars really helpful and allowed me to connect with learners at a time I was feeling isolated. Your responsiveness to assignment submissions was a huge source of motivation and kept the momentum going. I can't recommend i2i enough and am hugely grateful that I chose you for this qualification. Everything has been very smooth and supportive, and I feel I have learned a lot from both the theory and the coaching hours and reflective learning. I do struggle with self study and theory, but found with i2i there was a helpful set of resources and templates available, as well as physical support, so this minimised the issues I find with self study. I now have clarity on the distinctions between coaching and mentoring, and a language and set of tools I didn't have before. I have a deeper experience and am better able to articulate my feelings about coaching. I am also more aware of the need and value of supervision, co-coaching and continual learning, as well as the professional bodies, ethics and competencies. I am able to market myself differently and coach with more confidence."

Michael, Leeds

"Thank you for a great session – really useful to develop my tool bag and have knowledge of different models. It is very interesting talking to coaching colleagues from very different professions (great knowledge sharing)."

Patrick, Aberystwyth

"I think I'm hooked! Really enjoying the webinars. Thank you."

Nicola Aberdeen



WHAT OUR STUDENTS SAY

"Thank you for your training and support, and thank you for starting me off on this incredible journey!"

Anne, Glasgow



"I am really appreciating the speedy response to queries and the interactive approach to assignment writing. I appreciate the flexibility of the learning and support approach which feels very personal to my circumstances"

Joy, Liverpool

Your webinars are really awesome and my learning is taking hold as I'm revisiting with you. Thanks so much to i2l for the incredible learner support. I've never felt like here's your material, good luck with it all now."

Vanessa, Dubai



"Thank you so much for all the books and the coaching cards, Clare. The books are brilliant and I'm astonished by the amount of high quality resources available to students on this course. It definitely does 'inspire to learn'!"

Liz, France

"I have learnt so much thanks to your excellent teaching, guidance, supervision and support. Attending the workshops at the start of my course really got me engaged and built my confidence and I met great people who have also been a real support. The materials you provided to support my learning and assignments are excellent; I'll continue to use them. Your personal care and attention has made me feel very fortunate to have found your training provision. Thanks very much for everything."

John, Australia

About inspired2learn



Clare Smale

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Established in 2002 by Clare and Barrie Smale, inspired2learn has a proven track record in the provision of coaching and ILM coaching qualifications to the public, private and charitable sectors.

Inspired2learn Coaching is led by Clare Smale, a highly experienced coach, supervisor, facilitator and NLP Master Practitioner. Clare is a member of the European Mentoring and Coaching Council, and the Association for Coaching.

She is the published author of The A-Z Coaching Handbook, The Step by Step Guide to Coaching and Transform your goals with VISION. Clare has also contributed to numerous publications and WeCoach!.



“A HUGE thankyou to you for your support with the ILM qualification assignments. I am a much better coach as a result of your input and supervision.”
Catriona, Swindon.



www.inspired2learn.co.uk