L5 Certificate in Coaching and Mentoring – Cohort 2

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| Date | 7th October 2019 | 21st – 23rd October 2019 | 19th and 20th November 2019 | 9th and 10th January 2020 | 24th February 2020 | 11th May 2020 |
| Time | 10:00am – 12:00pm | 1 hour to be arranged | 9:30am – 4:30pm | 9:30am – 4:30pm | 9.30am – 4:30pm | 9:30am – 4:30pm |
| Activity | **Induction** | **Tutorial** | **Unit 1** | **Unit 2** | **Guided learning 1** | **Guided learning 2** |
| Subject | Programme induction | Focused tutorial on development planning | Understanding the  Skills, principles and practice of effective coaching | Undertaking coaching in the workplace | Guided learning and coaching buddy session | Guided learning and coaching buddy session |
| Actions required | Following induction confirm continuation of programme to [pod@contacts.bham.ac.uk](mailto:pod@contacts.bham.ac.uk).  Complete development plan | Bring draft development plan to tutorial |  | Submit assignment **from Unit 1** **–** via Canvas.  Identify coachees and begin coaching practice | Arrange convenient time to meet with coach buddy on this session | Arrange convenient time to meet with coach buddy on this session |

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| Date | 21st and 22nd May 2020 | 13th – 15th July 2020 | 14th August 2020 | 12th November 2020 |
| Time | 9.30am – 4:30pm | 2 hours to be arranged | By close of business | 10:00am – 12:00pm |
| Activity | **Unit 3** | **Tutorial** | **Assignment submission** | **Action learning session** |
| Subject | Reviewing own ability as a coach | Final tutorial and coaching supervision session |  | Action learning session with lunch provided |
| Actions required | Submit assignment **from unit 2** **–** via Canvas | Bring initial development plan | Submit assignment **from unit 3** **–** via Canvas |  |