

## Shipley College – Effective Human Resources

### 1. Coaching and Mentoring Skills

**Description:** Suitable for new and more experienced managers who have line management responsibility; for developing their teams or for performance management. The course will cover: key differences between coaching and mentoring and how to decide which is most appropriate, performance management approaches and the types of workplace coaching and mentoring that support individual improvement.

Non-accredited.

10 participants required to run a course.

**Course delivery method:** Group learning

**Delivery location:** Employer and training provider premises

**Course length:** One to four days over one week

### 2. ILM Level Three Certificate in Effective Coaching and Mentoring

**Description:** This qualification is for learners who wish to gain the knowledge, skills and confidence to effectively coach or mentor people within an organisational context. It is also an ideal qualification for those who wish to commence a career in coaching or mentoring.

Accredited.

10 participants required to run a course.

**Course delivery method:** Group learning

**Delivery location:** Employer and training provider premises

**Course length:** One day over one week