

Coaching Professional

Level

5

Duration

Typically 16 months

Levy Cost £5,000

Non-Levy Cost
Fully funded or 5% (£250)

How can a Coaching Professional apprentice benefit my business?

This apprenticeship focuses on developing coaching skills at a professional level. Your employees will learn how to identify strengths and weaknesses in individuals, motivate them, and help them reach their full potential. They will gain a deeper understanding of coaching principles, including active listening, effective questioning, goal setting, and providing constructive feedback. With improved coaching abilities, your employees can assist their colleagues in enhancing their performance, productivity, and job satisfaction, increasing overall return on investment.

Who is the Coaching Professional apprenticeship for?

The Coaching Professional apprenticeship is typically designed for individuals who are interested in pursuing a career in coaching and want to develop their skills and knowledge in this field. It can be suitable for aspiring coaches, sports coaches, life coaches, executive coaches, career coaches, or anyone who wants to enhance their coaching abilities. It can also be suitable for team leaders or managers who are seeking to develop and coach people within their respective teams.

What will it cost the business to take on an apprentice?

Levy-paying employers in England can use funds in their Apprenticeship Service Account to fund apprenticeship training costs.

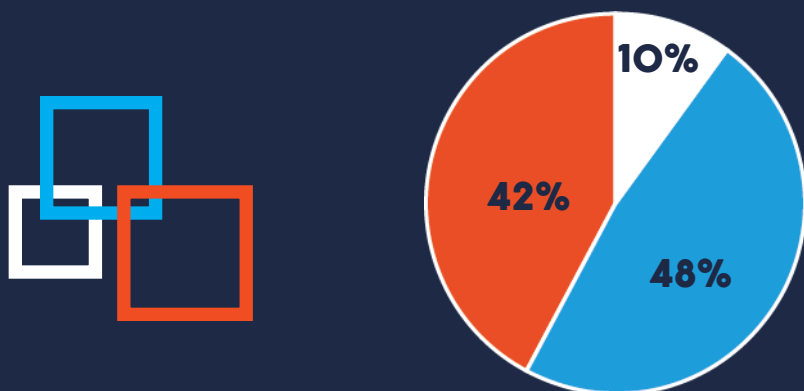
Non-levy paying employers: The government will fund between 95% - 100%* of the cost of training an apprentice.

**This depends on how many people are employed within the company, the age of the apprentice and also if they have been in care or have a Local Authority Education, Health and Care Plan (EHCP).*

How is the '20% off-the-job' training delivered?

Option A: Apprentices will attend college monthly for first 6 months, followed by work-based learning for the remaining duration of the apprenticeship.

Option B: There is no college attendance for this option. Apprentices receive resources via our online e-portfolio system with dedicated 1-1 tutor support (including workplace visits and observations) throughout the programme.



Work-based Activity
Knowledge Assessment
Learning / Self Study

Functional Skills

If your apprentice does not hold a GCSE 4/5 or equivalent in English and maths, they will be required to complete functional skills. Delivery options will be agreed upon before the commencement of the apprenticeship.

End Point Assessment

The EPA tests and validates the knowledge, skills and behaviours that an apprentice has gained during their training and demonstrates the competence of an apprentice in their role. This assessment for the Coaching Professional Standard consists of:

- A knowledge test
- A workplace observation
- A professional discussion underpinned by a portfolio of evidence

The Learner Journey

Month 1	Sign-up and Induction	Skills scan · Developmental activities · Induction · Learning plan
Months 2 - 6	On Programme	Knowledge workshops · Progress reviews · Functional Skills (if applicable)
Months 7 - 13	Skills Assessment and Observations	Skills development · Portfolio building · Tutorials · Peer learning · Careers advice and guidance
Month 14 - 16	Gateway to EPA	Knowledge revision · Mock assessments · Portfolio completion
Months 17 - 18	EPA	Knowledge test · Workplace observation · Professional discussion

Progression

On successful completion there are several progression routes for your staff based on your business and their specific job role:

- Associate Project Manager Level 4
- Operations/Departmental Manager Level 5
- Senior Leader Level 7

Additional 'Optional' Qualification

Level 5 Certificate in Effective Coaching and Mentoring

Cost £700

As an addition to the Coaching Professional Apprenticeship, your apprentice can also have the option to develop their knowledge of coaching and mentoring, along with skills to progress in the workplace. This is a nationally recognised qualification which can be studied, in addition, to the above apprenticeship standard.

Benefits for individuals:

- Learn how to manage the coaching or mentoring process within an organisational context
- Deepen your understanding of how the organisational context can affect coaching or mentoring
- Plan, deliver and review your coaching and mentoring
- Plan your future in coaching or mentoring

Benefits for employers:

- Ensure the individuals you develop as effective coaches and mentors are equipped with the skills, knowledge and understanding required
- Develop a coaching and mentoring culture so that individuals can improve their performance and organisational productivity

The aim of this qualification is to support your preparation for the End Point Assessment (EPA) but is not essential.