



IRISH LIFE COACH INSTITUTE

Diploma in Personal & Business Coaching

We have been running our Diploma in Personal & Business Coaching Course since 2001 and have trained over 1600 people in the skills of coaching during that period. These people have come from all walks of life and all backgrounds and many among them have been primary and secondary school teachers and principals.

All benefit in similar ways and all apply their learning and skills in their own individual lives and careers. We continue to hear excellent feedback from our students, even years later. The feedback generally focuses on how they have been able to improve all aspects of their lives and careers. I have asked for updated feedback from some of our students who were and are teachers and or School Principals and you see this as you read on.

This course will help teachers in all of the following areas:

- ✓ improvements in classroom experience
- ✓ improvements in administrative experience
- ✓ improvements in interactions with other teachers and staff experience
- ✓ improvements in interactions with parents
- ✓ improved stress management
- ✓ improved conflict resolution
- ✓ better all-round engagement with every aspect of teaching
- ✓ better sense of accountability and personal responsibility
- ✓ enhanced leadership qualities
- ✓ higher self-confidence and self esteem

You will see these and more coming up in the testimonials that follow.

Our course runs on the basis of one weekend per month over 8 months (16 days) and our next courses will start in October – please click on <http://www.ili.ie/diploma-in-coaching-overview/> for more detailed information on the course.

Course Dates: Oct 7 & 8, Nov 4 & 5, Dec 2 & 3, Jan 6 & 7, Feb 3 & 4, Mar 3 & 4, Apr 7 & 8, May 19 & 20 (this last weekend will take place in the Killshin Hotel Portaloise with all other classes).

Warm wishes

Adrian Mitchell,
Managing Director, Irish Lifecoach Institute Ltd

See Teachers Testimonials on next page
Testimonials from teachers who have successfully completed



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the ILI Diploma in Personal & Business Coaching

“The course was hugely beneficial in my day to day dealings with Staff and parents. As a Principal a lot of what one does has as its foundation the need to form positive relationships and to work smarter not harder.

The Coaching course gives a set of specific skills that can be utilised again and again in one's dealings with people and helps ensure positive outcomes for all.

It helps too, as you go, in skilling up staff and parents in how better to manage their own relationships, stress levels and personal goals.

It helps towards ownership of one's actions.

It helps identify and give clear focus to one's goals and gives a road map towards achieving them.

Above all it enhances a sense of personal competence and confidence and a sharper focus when dealing with meetings and crisis situations - it takes the personal and the emotional out of things.

It allows for fairness and objectivity of approach to enter the situation.

It was a hugely worthwhile course for me.

Ann Ryan, Principal, St Marks National (Junior) School, Tallaght, Dublin 24

“I personally found the course instrumental in changing my classroom management and teaching methodologies- activity rather than passive learning- more self-directed learning. I gave the students back the responsibility of learning more for themselves and as a result they learnt more and understood more.

My interaction with students on a discipline level has also improved - "seek first to understand" and you will understand.

They approach me more and I see things more from their perspective and can achieve a better balance.

I'm currently involved in designing and teaching a life skills programme for 6th year students which they really enjoy.

My dealings with parents have improved as my listening skills make them feel heard and a lot of the time, this is the issue. This has helped with conflict resolution with the parents and students.

Class planning and my time management have improved where I now prioritize what needs my attention and what can be delayed. This is very important in such a busy job.

It has helped in my dealings with management and staff where I don't take things personally anymore and try to understand their point of view.

It has helped with my stress management whilst using such techniques as Mindfulness, which is something I have passed onto the students.

Personally my self-confidence and self-esteem have improved and this has hugely enhanced my relationships on a personal and professional level.”

Aoife Lynch, Secondary School Teacher



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“Teachers are becoming increasingly aware of the need to integrate life coaching techniques into their everyday teaching practice. The course helped me to apply the science and wisdom of positive psychology to improve psychological well-being, increase creativity, enhance learning and contribute to an upward and outward spiral of positive emotions in both my own life and the children's lives.

If the Diploma were to be made more widely available to teachers I think it would help teachers become more self-confident, resilient and most definitely more capable of dealing with the stresses that come with the job. Personally, I have used what I learned from the Diploma when helping students to set SMART goals, including helping them outline detailed steps of how to achieve these goals. I have found the techniques I learned from the Diploma to work as effectively with children as they do with adults.

I am currently completing a Masters degree and earlier this year I spoke to a woman who completed her thesis on peer mediation in schools. I immediately thought of how the techniques of coaching could be used effectively in dealing with conflict both with students and teachers. Essentially, I think what you are aiming to do by making this course available in education centres, will be of huge benefit to teachers.”

Olive Hogan, Primary School Teacher

“I completed the Diploma in Life and Business Coaching with the Irish Lifecoach Institute in May 2014 with Adrian Mitchell as my tutor. I am a primary school teacher and I found the course to be of huge benefit to me both personally and professionally. I was always very interested in Life Coaching and I felt it would be a wonderful opportunity for personal growth and developing self-awareness. I wasn't wrong!

On a personal level, I found the course changed the way I think about things. It gave me a great sense of accountability in my life and led me to the realisation that I am in charge of my own life. I am a far more positive person since completing this course and consequently, my life is far more enjoyable.

On a professional level, it has altered my methodologies in the classroom. I believe that my lessons are far more interesting for the students as I provide them with the tools to ensure that they receive a great education. Students' attitudes to learning improved when they discovered these fresh approaches and the classroom has become a happier place for all. Interactions with colleagues and friends have also improved greatly as I discovered the huge importance of listening. It has led to me having little or no conflict in my life both on a personal and a professional level as a teacher.

All in all, I would highly recommend this course!!”

Barbara Toher, Primary School Teacher



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“I took part in the year-long Life-coaching course organised by the ILI in 2007-08. As a teacher and then secondary school Principal, I attended many in-service and continuous professional development courses. This particular course ranked among the very best of them for the following reasons:

**the presenters were excellent - knowledgeable, highly skilled, innovative and very creative in terms of course methodologies and delivery. These could be replicated to great effect in a classroom situation.*

**the personal development gained in this course was immense. I learned more about myself and others than on all other courses I completed. I can safely say that this course will give teachers a unique insight into themselves and their own behaviours and their effect on others particularly their students. They will become more empathic and understanding and will be able to relate much better to their students and peers.*

**participants will be exposed to a much more holistic model of human development and to the many complex layers and dimensions which influence human behaviour. As a result teachers/participants will be able to interact better and more fruitfully with children, parents and management*

**participants will devote a lot of time to the study of stress and conflict i.e. causes of stress, identifying symptoms and ways of managing stress both for oneself and for others. This extensive module will be of huge benefit to teachers, personally and professionally.*

**the course focussed a lot on identifying ones strengths which heretofore may have remained dormant. These newly identified strengths would then be continually reinforced by group feedback and interactive participation e.g. role-play, shadowing, mirroring*

**one of the highlights of the course for me was the coaching skill training which was frequent, practical and highly developmental. This complemented superbly the substantive theoretical components of the course and they both dovetailed exquisitely into a hugely impressive year-long programme which was obviously planned in minute detail and delivered with great professionalism by competent and caring presenters.*

I have no hesitation in recommending this course for members of the teaching profession.”

Tommy Coyle. Ex Secondary School Principal and Educator



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To whom it may concern,

I am currently completing my Diploma in Coaching with the Irish Lifecoach Institute. The course is based in Clare Education Centre in Ennis Co Clare. I am interested in becoming more skilled in Coaching as I see it as a very powerful leadership tool for use with school leaders who may wish to move their practice on to a better level or indeed with those school leaders who may be experiencing challenge in the role.

I have also found this course to be very powerful for me in terms of my own personal development. I have developed my own insight into both myself and my ability to listen with the intent of really understanding others. On a personal level I have found the work done in class on values, roles and mission statements very interesting. I have done some work in this area before but doing it from a coaching perspective has shone a new light for me in this area. I would recommend this course for anybody involved in motivating or working with staff or young people. It is particularly useful for teachers who may be considering leadership positions into the future and who may be challenged in dealing with relationships and issues of conflict.

A handwritten signature in black ink that reads 'Mary Nihill'. The signature is written in a cursive style and is positioned above a horizontal dashed line.

Mary Nihill
National Director
Centre for School Leadership
11th March 2016



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DIPLOMA IN PERSONAL AND BUSINESS COACHING

Course Summary 2017

The ILI Diploma in Personal and Business Coaching Course is run over 16 days on the basis of one weekend per month for 8 months and is priced at **€1950 for teachers only! (Normal price €2250).**

Our course also includes an option of completing the QQI Level 6 Special Purpose Award in Life and Workplace Coaching which has been integrated into the Diploma Course. An extra fee of €450 (registration, assessment and certification) applies for this option. The course is an Approved ICF (International Coach Federation – www.coachfederation.org) Programme and as such is recognised worldwide. On successful completion of the course, students are qualified professional coaches.

Course tutors utilise a variety of instructional techniques including: Audio/Visual presentations, Coaching role plays with facilitator feedback, Personal Development, Experiential and interactive exercises, Peer Coach Group Sessions, Book Presentations and Instructional Coaching DVDs. We also have a Student Resource Centre on our website which gives you extra resources to help with your coaching development outside of class hours.

Contents

Module 1

Concept and Origins of Coaching, ICF Core Competencies of Coaching
Ethics in Coaching, The Coaching Relationship, GROW Model of Coaching

Module 2

ICF Core Competencies, Applications of Coaching, Action Planning and Goal Setting
SMART Goals, QQI Level 6 Award, Peer Coaching Sessions

Module 3

ICF Core Competencies, Self-Awareness, Lifescope Model of Coaching®, Attitude
Assessed Peer Coaching Sessions, Small Group Mentor Coaching

Module 4

ICF Core Competencies, Beliefs and Values, Roles and Priorities, Mission Statements,
Motivation, Assessed Peer Coaching Sessions, Small Group Mentor Coaching

Module 5

ICF Core Competencies, Co-Active Coaching Model, QQI Level 6 Award – Assessment
Briefs, Visioning, Judgements, Thinking Skills and Creativity, Focus and Clarity, Habits
Assessed Peer Coaching Sessions, Mentor Coaching on Pro Bono Sessions

Module 6

ICF Core Competencies, Emotional Intelligence, Self Esteem, Change Management
4 Cs of Change®, Team Coaching, Leadership Coaching,
Assessed Peer Coaching Sessions, Mentor Coaching on Pro Bono Sessions

Module 7

Workplace Coaching Business Coaching Executive Coaching, Time & Stress Management,
Assessed Peer Coaching Sessions, Supervised Pro Bono Sessions, Coaching Contracts

Module 8

Introduction to Relationship Coaching & Career Coaching, Marketing your own Coaching
Business, Guest Speakers on Coaching Topics, Pathway to Accreditation, Graduation



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Plus:

A range of related topics including positive psychology will be explored and appropriate techniques will be introduced

Course Work

Reading and Written Assignments

Between each Module up to Module 6, students will read a prescribed book and write a 500 word assignment on the book (6 books in total). From Module 3 to Module 7, students will also need to complete 4 x 250 word reports on their development in coaching. The end of course assignment (3000 words) covers 4 coaching topics and needs to be completed 2 weeks at the latest after Module 7. All written assignments to be uploaded to the Resource Centre on the ILI website, relating to the course the student is attending as instructed by the course tutor. Also between Modules, students are highly recommended to complete a Q & A based on the previous Module content – questions are in your Manual and on your Resource Centre

QQI Award

All written course work for the Diploma Course also form the assignments for the QQI Award in Life and Workplace Coaching. At the end of the course, all these written assignments must be transferred into one QQI document and uploaded to the relevant Resource Centre and also handed in to the course tutor or ILI office before, or, on the final module.

Coaching Practice

Coaching practice will be facilitated on all Modules in class apart from the final one. Outside of class hours, students must complete 4 coaching sessions as a coach and 4 coaching sessions as a client with their peers from class between Modules 2 and 4. Students must then complete a minimum of 18 hours of pro bono (free) coaching sessions with people sourced from outside the class, family, friends and direct work colleagues. Students can however coach other students' family members, friends and direct work colleagues (strict protocol will apply to confidentiality). Students are also highly recommended to attend an accredited coach for up to 4 sessions over the duration of the programme. All course work and coaching sessions must be finished at least 2 weeks prior to the end of the course.

Other Extra Curricular Activities

Students form small groups in Module 2 and they must meet outside of class hours a minimum of 4 times throughout the course (6 meetings is recommended). These small groups are support groups and are designed for the students' development in coaching.

Attendance

All students must achieve a minimum of 85% attendance in class to qualify for a Diploma.

Continuous Professional Development

Please check out our website www.ili.ie for more information on all our advanced coach training programmes to keep your coaching skills updated after you graduate.