Coaching & Mentoring Level 5 - Assignment 1

**Understanding the skills, principles and practice of effective management coaching and mentoring**

**Submission Cover Sheet**

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| Centre name |  Personal Summits Ltd |
| Centre number |  067968 |
| Learner name |  |
| Learner registration number |  |
| Unit(s) covered in this submission |  8580-500 |
| Date submitted |  |
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Coaching & Mentoring Level 5

Assignment 1

**Understanding the skills, principles and practice of effective management coaching and mentoring**

**1.1 Define what coaching and mentoring is within the context of an organisation and explain the similarities and differences between coaching and mentoring (*8 marks)***

**1.2 Identify potential individual, operational and organisational barriers to using coaching or mentoring and develop appropriate strategies for minimising or overcoming these (*8 marks)***

**1.3 Present the case for using coaching or mentoring to benefit individuals and organisation performance (*8 marks)***

**2.1 Critically explore the knowledge, skills, and behaviour of an effective coach or mentor *(8 marks)***

**2.2 Analyse why coaches or mentors require effective communication skills *(8 marks)***

**2.3 Review the responsibilities of the coach or mentor to manage relationships (including values and power) and remain ethical and non-judgemental (*8 marks)***

**3.1 Review a model or process which should be followed when formally coaching or mentoring (*8 marks)***

**3.2 Analyse the rationale for and the characteristics of effective contracting within coaching or mentoring (*8 marks)***

**3.3 Explain the necessity of exploring the expectations and boundaries of a coaching or mentoring programme with all stakeholders (*8 marks)***

**3.4 Justify the rationale for supervision of coaches and mentors in practice (*8 marks)***

**4.1 Critically review the elements required for effective and integrated coaching or mentoring (*8 marks)***

**4.2 Analyse how the benefits of coaching or mentoring should be evaluated (*12 marks)***