



**Level 5**  
Coaching Professional  
Apprenticeship

*Develop your career, connect with peers, grow your confidence as a coach*



# Coaching Professional Apprenticeship Standard

Coaching Professional Apprenticeships are one of the most effective ways to develop the capabilities and boost the performance of those in a coaching role. Apprenticeships help to develop essential skills in existing employees as well as attract new talent, addressing the challenge of the workforce skills gap.

Pearson TQ offers the **Level 5 Coaching Professional Apprenticeship Standard**.

This Apprenticeship Standard aligns with the following professionally recognised coaching bodies:

- *European Mentoring and Coaching Council for Accredited Coaching Practitioner*
- *The Association for Coaching for Accredited Coach*
- *The International Coach Federation for Associate Certified Coach*.

“ I know that my Apprenticeship is going to be beneficial for me in my current role and any roles that I decide to proceed in at a higher level. It's giving me the confidence and that extra nudge to progress in my career. ”

NHS Apprentice, 2023

## Why should I apply?

**Personal development opportunity** that is structured, bespoke and relevant to coaching within the NHS.

**Nationally recognised** Level 5 coaching qualification for life and future career enhancement.

**Opportunity to build relationships** and connections with peers and stakeholders across the healthcare sector and gain a broader view of the NHS.

**Develop coaching skills** to enable you to grow and unlock potential in yourself and others.

**Support digital skill building** and enhance maths and English skills.

**Build self-awareness** - develop the skills to become a reflective practitioner. Gain a better understanding of your strengths and how to utilise them to support others.

**Increase your confidence as a coach** to shape and guide individuals to build solid, lasting relationships across the NHS.

**Challenging and rewarding experience** which enables you to put coaching theory into practice.

**Increased job satisfaction** resulting in you feeling empowered to turn your development into success and to champion compassionate patient care.



“ I’ve definitely been using a lot more management and coaching techniques when I’ve been working with my trainees and thinking about how we can help them with their development.

NHS Apprentice, 2022



“ I am really enjoying my Apprenticeship, meeting other colleagues that are on the Apprenticeship in our classroom sessions and having that independent time to go away, do our own coursework and then meet again.

NHS Apprentice, 2023



“ I really like coming together with everybody and getting other people’s point of views and sharing in an open forum where everyone can share their thoughts. You can clearly see that a lot of thought, and a lot of preparation, has gone into delivering the Apprenticeship - it’s very informative, a really good opportunity.

NHS Apprentice, 2023



# Programme overview

## Level 5 Coaching Professional Apprenticeship

### Who is the programme for?

For those who coach a range of individuals and teams to empower and engage with them to enhance their professional performance.

### Example occupations

Business coach, Career coach, Coach, Coaching practitioner, Coaching professional, Leadership coach, Performance coach, Systemic coach, Team coach, Wellbeing coach.

### Key responsibilities

Include one-to-one coaching, team coaching, leadership coaching and to embed coaching within culture and governance infrastructures to support future ways of working.

### Programme level

5

### End Point Assessment Organisation (EPAO)



### Programme length

14 months (excluding EPA).

### Independent learning

Approximately 3 - 4 hours per week.

### Off the job training

6 hours per week, as part of your contracted work hours.

### Entry requirements

Determined by your Trust, but may typically be five GCSEs at Grade C or higher, including English and Mathematics. All apprentices must achieve Level 2 English and Mathematics prior to taking EPA.

### Knowledge, Skills and Behaviours

Coaching, communicating, practising, collaborating for success, being an ambassador for instilling a coaching mindset.

# What will I learn?

## Modules and Topics

### Learning for Success

- Self-Assessment/ Development (CPD)
- Theories of self-awareness
- Unconscious bias
- Learning and reflective practice theories.

### Modelling for success

- Definition of coaching/ mentoring/ training/ counselling/ consulting
- Coaching Models and different approaches
- Cognitive behavioural/ performance/ solutions-based
- Neurolinguistic Programming (NLP).

### Communicating for Success

- Learning theories
- Emotional and social intelligence
- Listening, questioning, providing feedback
- Documenting the process
- Assertiveness
- Negotiation.

### Planning for Success

- Time-management
- Motivation theories
- Good practice
- Coaching goal setting
- Giving feedback.

### Collaborating for Success

- Theories of stakeholder relationship building and management
- Problem-solving/ conflict management.

### Reviewing for Success

- ROI and delivering value
- Importance of contracting and re-contracting
- Documentation and legalities
- Evaluation.

### A Culture of Success

- Organisational culture, values and impact on behaviour.

### Preparing for EPA Success

- Selecting evidence for Showcase Portfolio
- Mock Professional Discussion
- Observation guidance
- Mock Knowledge Test.

## End Point Assessment

The End Point Assessment components for the Level 5 Coaching Professional Apprenticeship Standard are:

- Observation
- Professional discussion, informed by the Showcase portfolio
- Knowledge test.

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*A lot of the modules we've done around emotional intelligence and the importance of trust in leadership have helped me to gain a new appreciation of the underlying skills that are helpful to have as a manager and to think about other things that I can draw out to help myself in future positions.*

NHS Apprentice, 2022

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# Quality of training delivery

**Pearson TQ, your trusted delivery partner, is one of the UK's leading training providers, qualifying over 4,300 apprentices last year. They are passionate about helping to equip apprentices with the skills they need to enhance their employability prospects and to succeed in the changing world of work.**

“ During her progress review today, Nicola explained that her team is the highest performing team in her service and is now seen as the gold standard for all other teams! This change has occurred over the last 12 months and both Nicola and her line manager stated that they felt that the Apprenticeship programme has been instrumental over the past six months in supporting this change. ”

NHS Trust, 2022

“ Apprentices quickly develop the knowledge, skills and behaviours that are essential for managing their work and leading their teams effectively. Consequently, they improve their performance and make valuable contributions to their organisations ... A high number of apprentices are promoted during their apprenticeship. ”

Ofsted Report, 2022

“ [Pearson TQ's] leaders and managers are highly ambitious for their apprentices. They ensure that the training apprentices receive includes additional qualifications beyond the requirements of the apprenticeship. ”

Ofsted Report, 2022

“ [Apprentices] benefit greatly from a well-planned curriculum and the effective teaching support they get from their coaches. As a result, apprentices have positive attitudes to learning and are highly motivated to succeed in their training and at work. ”

Ofsted Report, 2022

“ [Pearson TQ] has developed a curriculum which is specific to the employers' needs and well aligned to employers' leadership and management development strategies. ”

Ofsted Report, 2022

Pearson TQ is listed on the Register of Apprenticeship Training Providers (RoATP) as a main provider

Ofsted graded 'Good' in November 2022

Quality Management ISO:9001

Investors in People Gold Award

Cyber Essential Plus certified

Defence Employer Recognition Scheme (Silver)

Pearson is listed in Stonewall's top 30 employers for 2023

Pearson received a top score of 100% on the Disability Equality Index®

Pearson TQ is an approved CMI centre:



Shortlisted for the CMI Partner Awards 'Outstanding Training Provider of the Year 2022'

One of their apprentices won Highly Commended CMI 'Outstanding Apprentice of the Year 2022' Award.

## Key partners



Pearson TQ is assured by



Pearson TQ programmes are accredited by



# Find out more

Visit our website for case studies and more information about our Apprenticeship programmes:

**[www.pearson.tq.com](http://www.pearson.tq.com)**

Have further questions or need additional support?  
Contact Pearson TQ for more information:

**[tqenquiries@pearson.com](mailto:tqenquiries@pearson.com)**

## Association of Apprentices

Pearson TQ has partnered with the Association of Apprentices (AoA), a national, not-for-profit membership organisation which helps apprentices to connect, learn and fulfil their potential.

Apprentices can join the community, share experiences, communicate with people in similar situations, participate in specially curated events, and get support with everything from work skills to wellbeing.

Through our partnership, apprentices are eligible for free AoA membership with access to a bespoke social and professional networking platform that allows apprentices to unite with peers in a dedicated, inclusive virtual community and have access to thousands of resources to support apprentices work and life skills development.

