

Graduate Certificate in Organisational Coaching

Develop capabilities for organisational coaching and leadership roles



Graduate Certificate in Organisational Coaching



This course provides participants with the advanced coaching knowledge and skills required to become qualified organisational coaches. The course further develops the professional expertise, strategic understanding and integrity of the leadership role in an organisation. Completed through a series of four-day workshops, work-based projects and tele-tutorials, the program is designed to be a practical experience, enabling participants to apply their coaching skills in organisational coaching contexts.

The course is suitable for organisational coaches (internal or external) employed to improve the performance of individuals, community, career, or work outcomes in an organisation. The course is also applicable for senior managers, human resources and other workforce development professionals.

The program is delivered by certified executive coaches and facilitators with many years of professional experience.

Participants

The program is suitable for:

- workforce development professionals
- middle and senior line managers
- learning and development professionals
- coaching professionals and business consultants
- human resources professionals
- trainers and facilitators
- counsellors and psychologists.

Real business outcomes

The program aims to ensure participants learn how to:

- apply coaching practices in organisational settings
- influence others to gain commitment to implement coaching strategies
- research, analyse and review situations in the workplace to develop options for addressing the problems
- utilise tools to identify individual and organisational characteristics, strengths and behavioural preferences in work, learning and leadership
- identify organisational priorities and set goals for the individual and the work team
- identify learning needs and develop skills enhancement opportunities in the workplace
- assess and implement individual and organisational performance measurement tools
- apply effective communication and negotiation skills in the workplace.

Program benefits

The program offers participants a high level of relevance due to customisation based on individual requirements and provides the opportunity to:

- learn with leading industry professionals
- prepare for international accreditation
- study in a supportive environment
- network with industry peers and expand business contacts
- formalise experience by completing an accredited qualification
- spend a minimum time away from work
- have experience acknowledged through Recognition of Prior Learning (RPL).

Certified executive coaches and facilitators

Program facilitators are experienced and formally qualified industry professionals. All are experts in their field and have worked in senior executive roles in Australia and internationally.

Our facilitators provide support and share their industry and life experiences throughout the participant's learning. They can guide and inspire participants to develop their career direction.

Flexible delivery and assessment

Participants have the opportunity to learn through an accelerated pathway program which takes into consideration their time and work commitments.

The flexible nature of the qualification means that subjects can be delivered and assessed in a manner that provides the most value to participants.

Customised programs

Programs can be fully customised to meet specific business needs and delivered to employees within their organisation.

Building new networks

The program provides an opportunity to network with like-minded professionals from a diverse range of industries.

Building relationships, supporting one another in the learning process and creating new partnerships are all value-added outcomes.

RPL and pathways

Participants can attain recognition of their skills and knowledge through the Recognition of Prior Learning (RPL) process by providing evidence of their competency.

Unit structure

To achieve the qualification, participants must successfully complete four units of study.

Each unit including workshops, project work, out-of-class study and assessment, will be conducted over a 10-week period (or by customised arrangement).

Face-to-face delivery is 32 hours per unit supported with tele-tutorials and coaching sessions to enhance learning objectives. Out-of-class study time and project work is estimated at 60 hours per unit.

All workshops are conducted over four days through an action-based learning methodology. Participants will experience business problems through reflection and problem solving, rather than traditional instruction.

Units of study

Provide coaching in the workplace

This unit develops the basic professional skills and knowledge required to provide coaching in a workplace setting. All units have been written to International Coach Federation (ICF) standards to address the ICF competency standards.

On completion of this unit, participants will be able to:

- describe the context for the use of coaching as a high-performance development strategy
- explain what coaching is and how it differs from mentoring and counselling
- identify their strengths as a coach and areas for further development
- use effective communication skills in the coaching relationship
- support the coach to set goals and develop action plans
- identify and use appropriate models of coaching
- coach individuals to do their best.

Evaluate coaching needs and interventions

This unit develops the advanced knowledge and skills required to assess and evaluate coaching needs and the efficacy of the coaching intervention.

On completion of this unit, participants will be able to:

- describe the professional coaching practice and standards
- determine coaching needs
- establish a coaching agreement
- apply advanced coaching skills and practices
- use advanced coaching tools
- evaluate the outcomes of coaching.

Apply professional coaching practices

This unit builds the professionalism and mastery demonstrated by coaches in all aspects of their work. The unit progressively enhances participants' performance in coaching and capability in establishing, leading and managing a coaching program within an organisation.

On completion of this unit, participants will be able to:

- build self-awareness and continuously improve professional practice
- establish client expectations and goals with measures for success
- facilitate client self-awareness
- support clients to attain agreed goals
- apply theory and practical feedback to improve the effectiveness of the coaching practice.

Lead personal and strategic transformation

This unit is designed to develop professional expertise, strategic understanding and personal integrity in leaders and managers working in organisations. The knowledge and skills of the leader and manager are further developed through practical application and the strong theoretical base of the delivery of the unit.

On completion of this unit, participants will be able to:

- reflect on personal efficacy
- lead in a transformational manner
- model and cultivate collaborative thinking
- provide strategic leadership during change processes.

Further accreditation

The Graduate Certificate in Organisational Coaching is approved for 135 hours of coach training by the International Coach Federation (ICF).

Assessment

Projects are related to the participant's work environment and should reinforce and support their knowledge and skills. Project assessment will be based on their level of understanding and how they apply their learning in the context of their workplace.

Participants develop their coaching skills through real-life practise and observation and receive regular verbal and written feedback on their coaching competencies.

Entry requirements

Participants are expected to be working in a senior role. There are no academic prerequisites for individual units of competency.

Fees

In 2014, tuition fees are based on \$2500 per unit of study. The fee for the Graduate Certificate in Organisational Coaching is therefore \$10,000.

Fees are reviewed each year and may increase without notice. For all fee enquiries and up-to-date information, visit www.swinburne.edu.au/fees

VET FEE-HELP

VET FEE-HELP is available to assist eligible students studying higher level vocational education and training (VET) qualifications to pay their tuition fees. For further information, visit www.studyassist.gov.au

How to apply

Contact us on 1800 633 560 or via email industrysolutions@swin.edu.au

Facilitators

Bernadette Crompton PhD, PCC



Bernadette is a professional certified coach with the ICF and holds a PhD in business coaching and mentoring, an MBA, and a masters in human services counselling.

In her private coaching practice, Bernadette draws on her experience as a corporate executive, management consultant, pastoral carer, and small business owner to work with executives, business owners, entrepreneurs and individuals. Creative, insightful, and practical, Bernadette acts as a catalyst for success so that clients' self-confidence increases, actions become clear and focussed, and professional and personal growth flourishes.

Nick Oddy



Nick has experience working with a range of organisations to identify their specific learning needs and align them to corporate strategy. His corporate clients come from diverse

sectors such as emergency services, manufacturing and financial services. Nick has completed qualifications at both vocational and postgraduate levels. He holds a Graduate Diploma of Psychology as well as postgraduate business qualifications in management, leadership and human resources management.

Karen Tweedie PCC



Karen is a leadership coach with more than 2000 hours experience in the corporate, government and educational sectors. She coaches CEOs, MDs, senior executives,

as well as those aspiring to senior roles. Karen takes a systemic approach to leadership coaching, seeing the leader's role in terms of the broader organisational system

She is one of the pioneers of the International Coach Federation (ICF) in Australia and was Global President in 2009. She has been a coach educator, supervisor and author on coaching matters since 1996. In 2011, she contributed an article on Issues of Gender in Coaching to The Handbook of Knowledge-Based Coaching published by Jossey-Bass. She was also a member of the committee that produced the Handbook of Coaching in Organizations (HB 322–2011) for Standards Australia.

► FURTHER INFORMATION

1800 633 560
industrysolutions@swinburne.edu.au
swinburne.edu.au/industrysolutions

Industry Solutions
Swinburne University of Technology
Melbourne CBD campus
196 Flinders Street
Melbourne, Victoria 3000