



## Welcome

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### Welcome to the Coaching Approaches Programme Pack

This pack provides learning materials to support the Coaching Approaches Programme for Edinburgh CLD staff. The programme has been designed to specifically address the continuing professional development needs of Community Learning & Development (CLD) professionals who want to develop and adopt coaching approaches in their day to day work. The pack contains information, materials and supporting notes to assist the CLD staff through the training programme and in their continuing professional development afterwards.

**This user friendly pack contains 5 sections that cover the following:**

1. Introduction to the Coaching Approaches Programme
2. Coaching Foundations
3. The Coach's Tool Kit
4. Coaching Applications
5. Developing Coaching Competence

The pack provides space for participants to record notes from each of the learning sessions and their own reflections on any involvement in the programme or subsequent coaching interactions. It is not presented as a completed document as it requires the active participation of its owner to accumulate additional resources and materials to be added to the appropriate section.

In addition to the Learning Pack, participants will have access to an online forum and resources and may choose to record learning in electronic format rather than using the pack. In line with the principle of self-determined learning, the sections in this Learning Pack are designed to be populated by materials and resources sourced by the participant as they expand their knowledge base and experience throughout the programme.

**As a participant of this programme,** you are about to move along a developmental path that could lead to big changes in the way you work and, indeed, in the way you live your life. The rewards of this learning programme will reflect the time and energy you put into it and your Coach/Mentor facilitators are available to support you in your learning so do use us if you need us. We are thrilled to join with you in the next step of your learning.

Enjoy the journey

*The Acorn Principle Plus Training Team.*





# Contents

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## Section 1 – Introduction to the Coaching Approaches Programme

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- About CAP
- About the Course
- About Acorn Principle Plus

## Section 2 – Coaching Foundations

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- Introduction to coaching
- The Acorn Coaching Philosophy
- The principles of coaching
- 3Ps of Best Coaching Practice
- Developing Coaching Skills
- Effective Communications
- Improving Self Knowledge
- Lessons from Neuroscience
- Asking the questions / Effective Listening / Giving Feedback

## Section 3 – The Coach's Tool Kit

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- Introduction
- Models, Approaches and Tools

## Section 4 – Developing Coaching Competence

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- Introduction to Developing Coaching Competence
- Understanding the learning journey – Learning through Action
- Association for Coaching Competency Framework
- Competency Assessment Wheel
- Learning Styles Questionnaire
- Learning Log & Coaching Hours Log
- Increasing self awareness and personal responsibility

