

Train the Trainer Health Coaching Programme Briefing and Application Pack

This document contains the following sections:

1. Overview of programme
2. Programme commitments
3. Health Coaching Service Commitments
4. Application form

Thank you for your interest in the Health Coaching Train the Trainer programme. This programme is delivered by TPC Health (www.tpchealth.com) to facilitate learning of health and wellbeing coaching skills and tools.

Please read all sections. It is important that you can fully commit to the programme, being available for the dates of **all** workshops. If you have the capacity, enthusiasm and management support to undertake this programme and join the coaching training delivery team please complete the application form and return to Deborah.onyons@nhs.net by the 30th March 2021.

Section 1 Overview of Programme

A] **Core Skills Workshop (2 Days)** - 29th and 30th April 2021

B] **Accreditation Workshop (2 Days)** - 13th and 14th May 2021

C] **Co-Production Workshop (1 Day)** - 20th May 2021

D] **Train the Trainer Workshop (2 days)** - 10th and 11th June 2021

E] **Co-Delivery 2 x Core Skills Programme (4 days plus preparation time):** from June 2021

Trainers must complete all workshops **(A-D)** then co-deliver the core skills 2 day programme **(E)** at least twice, to be accredited as a competent health coaching trainer and deliver the programme independently.

Core Skills Workshop (2 Days)

This workshop enables participants to understand how coaching can be used effectively within a clinical role, examining not only how to coach - but also looking at when and where coaching is effective. In doing so, the workshop will be designed to prepare participants to deal with a number of different clinical situations that require a behaviour change focus. The workshop is designed around the end goal of supporting

clinicians to have coaching-oriented conversations with their clients to support patient activation and self-care whilst enabling behaviour change.

This is a fast paced, challenging highly interactive workshop with an emphasis on skill practice and development. Peer challenge and support is promoted along with feedback with the intention of creating a community of practice.

Accreditation Workshop

On completion of the two-day Core Skills Workshop, progression to train others in Health Coaching Skills requires completion of an additional two-day accreditation workshop.

Co-Production Workshop (1 day)

Following the Accreditation Workshop trainers join a one day workshop with TPC facilitators and other stakeholders to consolidate and clarify content for the two-day programme

Train the Trainer Workshop (2 days)

Post Accreditation Workshop. Participants attend a two-day Train the Trainer Workshop. This focuses on the required shifts in clinician mind-set and behaviour, reviews key concepts and materials, identifies appropriate skills and techniques and develops a deeper understanding of underpinning psychological principles. The focus of the two day is on learning how to teach others to use person-centred care skills to encourage behaviour change.

Co-delivery Core Skills Programme

Following Train the Trainer programme, participants move into a co-delivery role with an experienced TPC faculty health coaching trainer, delivering the 2 day Core Skills Programme twice to gain confidence and demonstrate competence.

Section 2 Programme Commitments

Participants in the training process will complete an EMCC Foundation Level EQA award. Trainers are accredited by TPC Health and will be licensed to deliver the core 2 day programme within and across their organisations. Training is completed within one year and is intended to support participants to deliver training to others.

Over the course of the programme, participants will be required to:

- Attend all of the scheduled Train the Trainer dates (7 days)
- Complete associated preparatory and review work (approx. 6 hours).
- Collate evidence of understanding and application of Health Coaching skills and approaches including 10 hours coaching practice (approx. 15 hours)
- Co-Deliver two Core Skills Programmes (4 days delivery plus preparation and practice time)

Selection of individuals for the programme - characteristics for consideration

Essential criteria:

- Experience in training or workshop delivery - comfortable in standing up in front of peers and delivering sessions
- Future role delivering health coaching training is aligned with organisational role
- Understanding of patient/client experience
- Professional background - eg Nurse, Physiotherapist, Occupational Therapist, Pharmacist, Doctor, Social Worker

Desirable criteria:

- Experience in facilitation or action learning
- Experience in coaching

Section 4 Application Form

Application Form
Health Coaching
Train the Trainer Programme

For programme enquiries contact Deborah O’Nyons - Deborah.onyons@nhs.net

Please complete the following information, and email this form to Deborah.onyons@nhs.net as soon as possible. The deadline for application is **March 30th 2021**

The following criteria will be used for selection:

- alignment of your personal objectives for the programme with the aims of our coaching service
- alignment of your personal objectives for the programme with the development of your own role / service
- demonstration of commitment to personal development
- demonstration of capacity to undertake the role of coach
- demonstration of previous experience in training
- establishing a diverse participant cohort

Please answer all the questions below - feel free to expand the form as required to suit your answers. Joining instructions will be sent 2 weeks prior to the first workshop.

1. Personal Contact Details

Name:	
Preferred Postal address:	
Telephone (W)	
Telephone (M)	
Preferred Email address:	

2. Biographical Information	
Job title:	
Organisation:	
Length of time in current role:	
Describe your most significant development experience in the last three years. (100 words)	

3. Questions	
<p>The following questions are intended to elicit an understanding of your experience and your approach to the development of coaching skills. They also provide an opportunity for you to reflect on your own attitude to coaching and its place within your professional role and responsibilities.</p>	
a. Please detail any previous experience around delivery of training or workshops (50-100 words)	

<p>b. What are your reasons for becoming a trainer? (50 - 100 words)</p>		
<p>c. How will these skills help you to deliver your organisations strategic objectives? (50-100 words)</p>		
<p>d. What are your personal objectives in applying for this programme? How will you know if you have achieved your objectives? (50-100 words)</p>		
<p>e. Where do coaching skills play a part in your existing role or life outside work? Please provide an example(s) of where you have used coaching skills and the reasons why you used them. (100-200 words)</p>		
<p>f. Manager Commitment. Please provide a statement of support from your line manager below. This should indicate their</p>	<p>Commitment</p>	<p>Agree</p>

acceptance of the commitments listed	I will ensure the applicant has capacity to attend all programmes and associated supervision sessions.	
	I will ensure the applicant will have sufficient flexibility to undertake coaching practice associated with the programme.	
	I will support the applicant to be given the time to run two training courses over the next 12 months a total of four days, this training will be offered across health and social care.	

Signed

Applicant.....Date.....

Manager.....Date.....