



Accredited Diploma in
Executive and Life Coaching

Information Pack

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Why you want to choose this course?

PSG play a key role in meeting the needs of the business community by providing tailored and flexible development solutions in the areas of professional education, training and consultancy. PSG have a growing European reputation for innovative programmes that give individuals and businesses the advantage at this competitive and challenging time.

At PSG we 'walk our talk'. We actively coach CEOs, CFOs, senior managers, directors, employees, students, parents, teachers, high-profile personalities, sports professionals, groups, teams and organisations. Our client list includes Eircom, Dell, AIB, Advanced Procurement for Universities & Colleges, Chartered Institute of Public Financial Accountants Scotland, Scotland Excel, Broadwood Stadium Ltd, North Lanarkshire Council, Renfrewshire Council, Sangamo Ltd, Ardgowan Hospice & Pointer Ltd and the Irish Management Institute(IMI).

We constantly monitor and evaluate the impact coaching is having on individuals and businesses. You get the benefit of this information by having access to the latest and most relevant case studies available. You will work on real situations with real information to give you real results.

This programme is about bringing awareness to support continuous personal development; this results in better career prospects and progression with skills that are in high demand. To improve employability it is increasingly important to hold a professional qualification from a professional and recognised organisation that aligns itself to the highest standards. Positive Success Group is a FETAC provider and facilitators are registered FAS trainers.

The programme is accredited with the LBCAI – the Life & Business Coaching Association of Ireland – and successful completion of the programme will entitle you to become a member of that organisation or other coaching organisations and to practise as a coach.

Extras Included On The Course

Guest speakers

Access to Europe's leading Coaches

Emotional Intelligence in coaching

Personal Effectiveness

Individual and Group coaching

Effective Communications

Continued support and assistance after you graduate

" Don't change **anything** about the structure of the course! "

New for 2009

Optional assessment for the FETAC Level 6 Component Certificate in Coaching

Interest Free Payment Plan available.

Investment £2,750

A deposit is required to secure your place.

" I feel that it was a **privilege** to have participated "

**Moira,
Entrepreneur**

For further information or to arrange a time to meet one of the team.

Telephone: 0141 416 0567 (Glasgow)

Email: gdip@positivesuccessgroup.com

Our Style Of Coaching - 1

We know our style of coaching is unique and in demand. Our style of coaching can be called 'Conscious Coaching' it prepares you to coach from the inside out, with the confidence to bring all you can to the coaching environment. It allows you develop your authentic style of coaching through the realisation of who you are. In order to do this there is a huge amount of emphasis put on your self awareness and self development.

As part of this course you will learn the entire 'text book' and best practice models, tools and techniques and more. However, where the PSG style of coaching goes beyond the 'norm', is in preparing you to become a master of your own coaching style and not a practitioner of other 's styles. This equips you with confidence to be the most powerful and effective coach that you can be. This is a win - win situation for you, your clients and your organisation. The PSG style of coaching results in sustainable learning and change.

PSG is made up of a highly motivated, action oriented and result driven team of individuals who are passionate about improving the level of personal effectiveness in work and home environments.

The PSG team are experienced in the daily challenges of private and public sector commerce and have achieved great success in enhancing people's skills on a one - to - one basis, and in concentrating the minds of top teams on reaching core business objectives.

" The course was intellectually stimulating. "

" I would say all aspects of the course are a benefit
Brid, "
Returning to Work.

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Individuals hold beliefs and belief systems and their behaviour is affected by what they believe whether it is true or not.

Understanding the rationale behind why we hold on to our beliefs and taking control of what belief systems benefit us today gives us the power to be who we want to be.

Awareness of our values and core values, triggers and motivations can result in significant change in our behaviour. We can be true to who we are and 'deselect' behaviours that are taking our energy and power away. By understanding who we are and identifying who we want to be, we can learn new habits and maintain the consistency of our positive behaviour.

Exploring what we are putting up with and what we give away at a great cost to ourselves allows us to identify energy drains. Knowing what we are willing to tolerate and learning to educate those around us protects our energy, time and spirit.

Change involves preparation from the inside out. We are more likely to be successful and indeed more open to change when we have an internal support system (our beliefs) and an external support system (people we choose). We believe in change with intent, having a purpose and engaging in the positive benefits that are sustainable from a personal and organisational point.

Our Style Of Coaching - 3

When you are involved in personal and professional development you need to have an understanding of learning, human development, social interaction, motivation and emotional intelligence. This coaching diploma addresses all these factors.

Learning is best done and remembered when it has been experienced, hence why so much of this course is based on practical work and real experience.

Reasons students give for the success of the course:

- Continued Follow On Support And Learning
- Being Part Of The PSG Coaching Community
- The Method Of Learning
- The Quality Of Facilitation
- Course Objective
- Value For Money
- Course Content

Working with the best

Maureen Hewitt is the Managing Director and has over 20 years experience in business, training, consulting and coaching, having worked in both Ireland and the UK. She is an Accredited Executive and Life Coach, a licensed NLP practitioner, a Qualified Trainer and Further Education Developer and an Accredited Emotional Intelligence Assessor.



Maureen works with individuals and groups at all levels of employment ranging from HR staff to senior managers and team leaders, heads of departments and CEOs. She has years of experience designing and delivering many customized coaching programmes for a wide variety of organisations including the Irish Management Institute (IMI), Deloitte, O2, Dell, Kilkenny College and the Department of Education.

Maureen has coached hundreds of individuals and executives to tap in to their potential and achieve success with their personal and business goals. She is the 'Confidence Coach' for IrishJobs.ie and has been featured in The Irish Times, The Sunday Business Post, Business Section of Sunday Independent, RTE Radio 1 with Ryan Tubridy, TodayFM with Ray Darcy and most recently featured in Business and Finance as one of Ireland's leading executive coaches.

Working with the best

Ian Begbie is the course Director for Scotland and has in excess of fifteen years experience in business, training, organisational development & coaching. Ian is Managing Director of Total Management Training Ltd and is the delivery partner of the Positive Success Group Diploma in Executive & Life Coaching for Scotland. Ian is an Accredited Executive and Life Coach, a full member of the Association of Coaching, a qualified trainer, a full member of the Chartered Institute of Personnel & Development, an Investors in People Advisor, Qualified in Occupational Testing Level A and in Thomas International Profiling and holds a Masters Degree in Personnel Management.

Job works with individuals and groups at all levels ranging from unemployed to staff to supervisors to line managers to Directors. Ian works with small and large companies from those with 10 employees to those with thousands. Ian specialises in developing people & empowering individuals to help themselves & those around them. Ian designs & delivers successful coaching interventions & has done so for many years with organisations such as CIPFA, North Lanarkshire Council, Scotland Excel, Glasgow University Enterprise Unit, Fife Council, Sangamo Ltd, Peak Scientific, Renfrewshire Council, Pointer Ltd, Ardgowan Hospice & Euroscot Engineering Ltd.

Job has trained & coached many individuals with many success stories. Ian is Company Secretary & Director of a charity that assists people with disabilities to have a more fulfilling & enjoyable quality of life. He understands people & it is this experience & Ian's unique style that brings tremendous value to the Diploma programme.

Overview of syllabus

Executive Coaching

Emotional intelligence

Seven Stage Coaching Model

The difference between coaching, consulting and counselling

Coaching skills; including – Listening (levels I, II & III), permission to speak, staying in the moment with the client, mirroring, reframing, responding, interrupting, summarising, clarifying, brainstorming, blurting, metaphors, powerful questions, open & closed questions.

Belief systems (empowering & limiting)

Client Values

Tolerations and boundaries of coaching

Intuition in coaching

Self management & motivation

Daily habits – how they influence how you feel

Setting & achieving goals (your own & your clients)

Success – what does it mean & how do you know you have achieved it?

Non verbal communication

The ethics of coaching

Practical work (coaching peers)

Case studies

Full personal review

Personal Effectiveness

How to start your own business

How to market yourself and your practice

Three assignments

Coaching of two clients with feedback

The PSG toolkit of forms to get started in coaching

NOTE: You are required to have 4 coaching sessions with a professional coach for your accreditation. The cost of the 4 sessions is set at a discounted rate of £50 per session, payable by you to the coach.

More Testimonials

"You have set a new standard, a gift you have and a gift you share. Thank you."

Andrew, Small Business Owner

"...thanks to PSG and your flexibility and openness.. I would like to thank you for your time and dedication..."

Megan, Small Business Owner

"It was really good to get the brain into action again. I was beginning to think that maybe it was dead, but it's now very much alive, stimulated and ready for more learning"

Karen. Finance.

"A most enjoyable, worth while course which I benefited from in 2 ways; personally and professionally. Well worth the outlay. Many thanks"

Patricia. Secondary School Teacher/Board of Management

"I learnt a lot more about myself, and my ability to be a good coach.. I was made aware of situations which I would not have come across/experienced before, and how to deal with them."

Sarah. P.R./Media

"..it was the most stimulating course I have done.

This is mostly due to the subject matter - there was a huge emphasis on the individual. It got me outside my comfort zone and allowed me time to think about myself and how and why I do things."

Shonagh. H.R. Management

Registration Form: Accredited Diploma in Executive and Life Coaching

To register for the course please return this form together with your cheque (non-refundable) made payable to Total Management Training for £750.

Name:
Address:
Telephone:
Mobile:
Email :
Existing relevant qualifications/experience:
Current profession:
Course Location:
Course start date:
PPS Number:
Payment method: Cheque for £750 made payable to Total Management Training. If you wish to pay by EFT please contact us for our bank details.
I have read and agree to the payment terms and cancellation policy.
Signature : Date :

Positive Success Group
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Glasgow
G73 3HE

www.positivesuccessgroup.com
gdip@positivesuccessgroup.com
(0141) 416 0567

Payment terms

Please make sure that you have read and understood both the payment terms and the cancellation policy. If you have any queries please contact us for clarification.

All payments to be made payable to Total Management Training Ltd. Total Management Training Ltd are the delivery partner of the Positive Success Group Diploma for Executive & Life Coaching in Scotland.

Interest Free Payment

£750 deposit to be paid when registering to reserve your place on the course. Balance of £2000 to be paid two weeks before the start of the course.

Total cost is £2750.

OR

Interest Free Payment Plan

£750 deposit to be paid when registering to reserve your place on the course. Then 5 monthly payments of £400, payable by Direct Debit

Total cost is £2750.

All outstanding balances must be paid in full before the exam.

Cancellation Policy

Our courses are kept small to provide optimum interaction between students and facilitators. Last - minute substitutions are difficult to arrange. Therefore, we must have the following course cancellation policy:

A non-refundable, non-transferable deposit is required upon registration.

Refunds, less the non - refundable deposit, are available if we are notified of the cancellation two weeks or more prior to the course.

In the event of a cancellation less than two weeks prior to the course, we are unable to make a refund and the full course amount will be charged. However, the retained amount, minus the deposit, can be applied as a credit towards course fees at a later date.