

## PROGRAMME SPECIFICATION

Name, title and level of final qualification(s)	<b>PG Cert Coaching Psychology</b> (Level 7)
Name and title of any exit qualification(s)	N/A
Awarding Body	University of London
Teaching Institution(s)	Birkbeck, University of London
Home school/other teaching departments	Birkbeck Business School
Location of delivery	Central London.
Language of delivery and assessment	English
Mode of study, length of study and normal start month	Part-time (1 year) September
Professional, statutory or regulatory body	Association of Coaching
<a href="#">QAA subject benchmark group(s)</a> <a href="#">Higher Education Credit Framework for England</a>	N/A
Birkbeck Course Code	TPCCOPSY_C
HECoS Code	100954
Start date of programme	October 2014
Date of programme approval	Summer 2014
Date of last programme amendment approval	May 2023
Valid for academic entry year	2023-24
Programme Director	Janet Sheath (Interim PD)
Date of last revision to document	15/05/2023

## Admissions requirements

A second-class honours degree (2:2) in any discipline, or sufficient experience of helping relationships and/or people-oriented activities such as extensive line management experience. Experience of coaching or mentoring is also required

Applications are reviewed on their individual merits and professional qualifications and/or relevant work experience will be taken into consideration positively. We actively support and encourage applications from diverse learners.

If English is not the applicant's first language or they have not previously studied in English, the requirement for this course is the equivalent of an International English Language Testing System (IELTS Academic Test) score of 6.5, with not less than 6.0 in each of the sub-tests.

## Course aims

The Postgraduate Certificate Coaching Psychology provides students with knowledge on the most salient topics in coaching in today's changing world of work. Students will learn about evidence-based psychological theories which underpin coaching.

Combining academic study with practice development, the Postgraduate Certificate in Coaching Psychology is the starting place for experienced managers and coaches who wish to understand the role of professional helping relationships at work from an academic perspective. The Certificate leads on to the MSc in Coaching Psychology.

The programme addresses key academic questions in the field of coaching: Why has coaching emerged now? Why is it seen to be so relevant? How can we tell when/if it works? Is it different from counselling and psychotherapy? Are certain types of coaching more effective, under certain conditions, with certain people?

Students will be introduced to the history and variety of coaching and helping relationships. They will review a range of coaching techniques, discussing their relevance and efficacy, and consider pertinent issues that face the contemporary coach.

Using case studies and client work students will have the opportunity to analyse and understand their own work through a range of lenses, allowing for different interpretations. They will learn to use supervision effectively, explore different responses and reflect on the coaching relationship process. Issues that are often overlooked, such as ethics, change, boundaries and defences, are highlighted. Rather than looking at coaching in isolation, students will consider it in the context of evidence frameworks, organisational systems and practices, and organisations as political arenas.

## Highlights:

- This programme is accredited by the [Association for Coaching](#), (renewal in July 2023) dedicated to promoting best practice and raising awareness and standards of coaching worldwide.
- The Birkbeck Business School is renowned for its quality teaching and expertise in the delivery of part-time courses.
- Students have access to an extensive range of electronic resources, including specially prepared texts for each module and use of the online learning environment with a high level of staff support.

## Course structure

The PG Cert is delivered over one year. The programme is aimed at providing experienced managers with theory, models and practice of the executive coaching of leaders and aspiring leaders. Students take 60 credits in total consisting of 3 compulsory modules.

- Introduction to Coaching
- The Coaching Context
- The Coaching Portfolio

Level	Module Code	Module Title	Credit	Comp Core/ Option	Likely teaching term(s)
<b>Part-time – 1 year</b>					
7	BUOBO60H7	Introduction to Coaching	15	Compulsory	Autumn
7	BUOB061H7	The Coaching Context	15	Compulsory	Spring
7	BUOBO62S7	The Coaching Portfolio	30	Compulsory	Spring and summer

*Core: Module must be taken and passed by student*

*Compulsory: Module must be taken but can be considered for compensated credit (see CAS regulations paragraph 24)*

*Option: Student can choose to take this module*

## How you will learn

Your learning and teaching is organised to help you meet the learning outcomes (below) of the course.

As a student, we expect you to be an active learner and to take responsibility for your learning, engaging with all of the material and sessions arranged for you.

Each course is divided into modules. You will find information on the virtual learning site (Moodle, see Academic Support below) about each of your modules, what to expect, the work you need to prepare, links to reading lists, information about how and when you will be assessed.

Teaching on this course is a combination of lectures (pre-recorded), seminars and supervision. Lectures are designed to provide you with an outline or overview of the topic, to engage you with the material and direct you to other resources. They are a springboard for your own learning. Seminars are group sessions where you will be asked to contribute to discussion or group work around the topic, with material set in advance for which you need to prepare.

## How we will assess you

The course will use a variety of assessment methods. Assessment is used to enhance your learning rather than simply to test it. For most of the modules associated with this course, your assessment will be through the following types of theory/ practice based assessment. The methods of assessment include: an examination and an essay, a group presentation, a coaching portfolio, reflective practice, and a viva presentation.

## **Learning outcomes (what you can expect to achieve)**

'Learning outcomes' indicate what you should be able to know or do at the end of your course. Providing them helps you to understand what your teachers will expect and also the learning requirements upon which you will be assessed.

Students will develop the follow coaching competencies:

- Critically understanding the role of the coach
- An understanding of the diverse philosophical bases that underpin those psychological theories that are of particular relevance to coaching.
- Students will be able to relate their philosophical understanding of coaching to formulate clients' concerns within these coaching models.
- Have an understanding of the coaching relationship and alliance as conceptualised by each model studied and have the ability to contrast, compare and critically evaluate a range of models of coaching.
- Have the ability to monitor and evaluate their coaching practice.
- Know how to recognise and establish the organisational context, strategy, culture and processes for coaching at different levels.
- Know how to review practice and skill for effective and ethical coaching.
- Be able to plan, deliver and review at least 20 hours of coaching with clients
- Be able to reflect on all coaching activity, feedback and supervision.
- Undertaking continuous coach development
- Working within an organisational context

## **Careers and further study**

The Award will help graduates to progress a career in coaching with a critical and theoretical understanding of the coaching relationship and context.

Birkbeck offers a range of careers support to its students. You can find out more on [the careers pages of our website](#).

## **Academic regulations and course management**

Birkbeck's academic regulations are contained in its Common Award Scheme Regulations and Policies published by year of application on the Birkbeck website.

You will have access to a course handbook on Moodle and this will outline how your course is managed, including who to contact if you have any questions about your module or course.

## **Support for your study**

Your learning at Birkbeck is supported by your teaching team and other resources and people in the College there to help you with your study. Birkbeck uses a virtual learning environment called Moodle and each course has a dedicated Moodle page and there are further Moodle sites for each of your modules. This will include your course handbook.

Birkbeck will introduce you to the Library and IT support, how to access materials online, including using Moodle, and provide you with an orientation which includes an online Moodle module to guide you through all of the support available. You will also be allocated a personal

tutor and provided with information about learning support offered within your School and by the College.

[Please check our website for more information about student support services](#). This covers the whole of your time as a student with us including learning support and support for your wellbeing.

### **Quality and standards at Birkbeck**

Birkbeck's courses are subject to our quality assurance procedures. This means that new courses must follow our design principles and meet the requirements of our academic regulations. Each new course or module is subject to a course approval process where the proposal is scrutinised by subject specialists, quality professionals and external representatives to ensure that it will offer an excellent student experience and meet the expectation of regulatory and other professional bodies.

You will be invited to participate in an online survey for each module you take. We take these surveys seriously and they are considered by the course team to develop both modules and the overall courses. Please take the time to complete any surveys you are sent as a student.

We conduct an annual process of reviewing our portfolio of courses which analyses student achievement, equality data and includes an action plan for each department to identify ongoing enhancements to our education, including changes made as a result of student feedback.

Our periodic review process is a regular check (usually every four years) on the courses by department with a specialist team including students.

Each course will have an external examiner associated with it who produces an annual report and any recommendations. Students can read the most recent external examiner reports on the course Moodle pages. Our courses are all subject to Birkbeck Baseline Standards for our Moodle module information. This supports the accessibility of our education including expectations of what information is provided online for students.

The information in this programme specification has been approved by the College's Academic Board and every effort has been made to ensure the accuracy of the information it contains.

Programme specifications are reviewed periodically. If any changes are made to courses, including core and/or compulsory modules, the relevant department is required to provide a revised programme specification. Students will be notified of any changes via Moodle.

Further information about specifications and an archive of programme specifications for the College's courses is [available online](#).

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