



**INSTITUTE OF**  
PEOPLE DEVELOPMENT

This programme is aimed at those candidates that already have a baseline competence in Human Resources Development (HRD), general management and Learning & Development (L&D) practices. A minimum of two years' work experience as a supervisor, manager, Human Resource practitioner or trainer is therefore recommended. The programme enables specialisation in facilitation, mentoring and coaching. The programme may also be taken as part of a full generalist qualification at NQF SAQA I.D 50334.



For more information or to find out about our training schedule, contact us:



(011) 315 2913



[enquiries@peopledev.co.za](mailto:enquiries@peopledev.co.za)



[www.peopledevelopment.co.za](http://www.peopledevelopment.co.za)

## Facilitation, Coaching and Mentoring

NQF Level 5: 41 Credits

This programme equips facilitators, coaches and mentors to:

- Develop facilitation, coaching and/or mentoring programmes, including session plans and materials
- Conduct group or individual facilitation, coaching and/or mentoring sessions
- Provide learners with guidance and support around learning and career path choices
- Continuously improve their practice through researching their own facilitation, coaching and/or mentoring practices and those of others in their organisation(s)

Participants in the programme analyse current facilitation, coaching and/or mentoring practices in their organisations, as well as the requirements of these and how to improve them. They work together in developing the systems and tools they will require to meet these challenges, whilst developing practical skills and a theoretical understanding underpinning facilitation, mentoring and coaching skills.

### Unit standards awarded upon successful completion of this learning programme

117871	Facilitate learning using a variety of given methodologies NQF - 10 Credits
10294	Identify and respond to learners with special needs and barriers to learning NQF 5 - 10 Credits
117874	Guide learners about their learning, assessment and recognition opportunities NQF 5 - 06 Credits
117865	Assist and support learners to manage their learning experience NQF 4 - 05 Credits
123398	Facilitate the transfer and application of learning in the workplace NQF 5 -05 Credits
115789	Sustain oral interaction across a wide range of contexts and critically evaluate spoken contexts NQF 5 - 05 Credits







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## Facilitation, Coaching and Mentoring Programme Structure

### Planning Phase

Selection,  
Enrolment,  
Learning Contract



Terms of  
Participation  
agreed to

### Delivery Phase

ONLINE COURSE  
Facilitation,  
Coaching and  
Mentoring



Online Learner Support  
Sessions



Learner Guidance and Support

### Evaluation Phase

Integrated  
Assessment  
(including  
fundamentals)



Moderation



Certification

**Note:** Unit standards remain applicable for the registration period of the qualification.

**Credits:**

120 per year

**Facilitation language:**

English

**Course Delivery:**

Self-directed online learning

**Duration:**

Up to 1 year



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