

# Coach Award

## Overview

You will need to complete three tasks in order to be awarded the **Coach Award** certificate: an underpinning knowledge online assessment, and two sessions training individuals (1-2-1).

You will learn how to do this on the **Coach Award** course, otherwise known as the **City & Guilds Level 3 NVQ Award in Coaching**. This is described in further detail below:

## Booking Your Award

To book a Coach Award training course or to enquire for further information, please contact [bookings@assesstech.com](mailto:bookings@assesstech.com), where a member of the **AssessTech** team will be happy to assist.

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### On this page:

- [Course Structure](#)
- [Day 1: Underpinning Knowledge](#)
- [Day 2: Training Individuals](#)
- [Completing Your Award](#)

## Course Structure

The course is usually delivered as two days of classroom training. The second day can be immediate, or about four weeks later to allow you time to practise and gather evidence in between. Each of the days is outlined below:

### Day 1: Underpinning Knowledge

You will attend a trainer-led course where you will learn all about what is involved when facilitating training with groups and individuals. The subject matter will include:

- Responsibilities and traits of an instructor
- The training cycle
- Planning
- Methods of delivery
- Learning styles
- Feedback
- Next steps and your continuing online support

The duration of this first day is approximately 6 hours. For the remainder of the day you should prepare material for Day 2, using the knowledge you have gained. It would be a good idea to attend this first day with an idea in mind for the session you will deliver on Day 2. You may want to think about any props you might need, so please read ahead.

### Day 2: Training Individuals

This will be provided either immediately or a few weeks after your first group session and will involve giving another 15-minute presentation as a 1-2-1 training session. Again, you will be assessed and expected to have incorporated the guidance given to you in your group session. You should prepare your presentation in advance and be ready to deliver your 1-2-1 training.

## Completing Your Award

All work will need to be submitted to **AssessTech** using their online Learning Management System ([AssessBook](#)). You will receive an account and instructions on how to use it during your training.

Upon successful completion of all work you will gain competence in the following unit:

- City & Guilds Level 3 Award in Learning and Development: Unit 009 Training Individuals