LJMU Staff Coaching, Mentoring and Supervision Provision

1. **LJMU/ILM Development Programme in Coaching and Mentoring**

This programme provides essential insights into coaching and mentoring and the building blocks to become an effective coach or mentor. It is open to all staff and may be particularly useful for those wishing to improve communication, empower others helping them to see the bigger picture and increase engagement and motivation.

There is an expectation (but no obligation) that participants will join the bank of ‘in-house coaches and mentors’ to assist other LJMU staff to reach their full potential e.g. as a mentor for new staff, on the Aurora Programme, assisting those seeking to become Readers and Professors, etc

1. **1:1 Coaching and Mentoring**

Available to all staff at any stage of their LJMU journey. Usually 45-90 minutes in length and can be a one-off or a series of sessions. All sessions are confidential and may be online and/or face to face. This support is often used to talk through a situation, run through ideas and be challenged to find the outcome that is truly wanted. This is with a member of the staff development team. *Directorate level staff may also be able to access an external coach.*

1. **Leadership and Management Programme**

This programme ismandatorydevelopmentfor all line managers. The programme includes a session on adopting a coaching management style to enable managers to communicate and support their staff more effectively.

1. **Academic Mentoring**

For new academic members of staff with less than 3 years’ experience in higher education, it is mandatory to have a mentor. Please speak with your line manager in the first instance about this.

1. **Aurora Women’s Leadership Programme**

Aurora is the Advance HE's leadership development programme that combines Development Days with key note speakers who are high profile sector leaders, Action Learning sets, mentoring and on-line resources to provide learning with a more enduring impact. Aurora provides an additional opportunity for women to influence their institutions, by driving leadership initiatives to further develop their leadership skills. The Programme requires participants to work with a mentor and also provides the opportunity to become a mentor for future Aurora participants.

1. **Stellar BAME Leadership Programme**

Stellar HE is a development experience for BAME staff equipping them with the leadership competencies and strategies required to respond to the distinct challenges they face as BAME Academics and Professional Services staff. On completion of the programme, participants may undertake coaching and mentoring provided by the staff development team to further support their career progression and prepare effectively for promotion opportunities.

1. **Women Professor, Reader & Pre-Reader Network**

Coaching and mentoring is offered in partnership with the LJMU Equality, Diversity & Inclusion (EDI) Team to encourage women’s career progression. Confidential mentoring support for those women applying for readership and professorship.

*Mentoring and coaching are intended to help staff by:*

* Developing greater confidence and taking positive action in their role
* Promoting a collegiate networked environment, preventing isolation
* Assisting with finding the balance between the varied duties required in their role
* Enabling greater ownership of their career progression

*The mentor or coach assists by:*

* Supporting the member of staff in making the transition to a new role and/or building their expertise
* Helping to clarify goals and objectives
* Identifying barriers which may impede the achievement of goals and objectives and ways to overcome them
* Providing encouragement to achieve goals and objectives
* Supporting the member of staff with networking
* Providing guidance in relation to personal and professional growth and development

**Coaching and Mentoring Supervision**

Supervision is “the interaction that occurs when a mentor or coach brings their coaching or mentoring work experiences to a supervisor in order to be supported and to engage in reflective dialogue and collaborative learning for the development and benefit of the mentor or coach, their clients and their organisations.”
*European Mentoring and Coaching Council (EMCC).*

We offer a supportive space for individual and group interactions enabling staff who provide coaching and mentoring to meet with fellow mentors / coaches to discuss, inter alia, good practice (qualitative function), techniques used (developmental function) and issues faced (resourcing function) (Hawkins and Smith, 2013).

The staff development team is affiliated to EMCC UK <https://emccuk.org/> a professional organisation which encourages excellent practice and adherence with the Global Code of Ethics - the professional code of conduct for all mentors and coaches.

***Evaluation of the LJMU/ILM Development Programme in Coaching and Mentoring***

* *“Great session with a good variety of insightful and interesting tools to spark people's imagination around how they can help students and colleagues. I enjoyed being part of the two days and have certainly picked up ideas that will help me as a coach/mentor within LJMU.”*
* *“Participants really had a good opportunity to consider the key facets of both coaching and mentoring. I was in a really engaged group of participants too so there was a good sense of community and the coaching practicals were really helpful.”*
* *“Despite knowing specifics about coaching already, I felt that I picked up on some new ideas that I hadn't thought about.”*
* *“Would highly recommend to colleagues.”*

**Staff feedback on outcomes from their engagement in coaching and mentoring:**

***1:1 Coaching and mentoring***

* *“I wanted to feedback following the coaching session on Friday. I found it of immense value, especially when reorganising my notes and thoughts afterwards.  I kept to my actions, and the meeting in question has gone substantially better than I originally envisioned.”*
* *“Offered me the invaluable opportunity to access impartial, expert guidance and support.  With an open and approachable manner, my mentor created a welcoming environment that helped me feel comfortable talking through sensitive or complex issues.  The coaching sessions have left me with lasting skills and knowledge which have, and will continue, to enable me to tackle new and familiar challenges with increased confidence and resilience.”*

**Feedback on Coaching and Mentoring Supervision sessions:**

* *“My self-confidence has grown as a mentor; I am more self-aware and inspired to further develop my skills”.*

**Contacts:**

**John Trantom**, Lead for 1:1 Coaching, Mentoring and Supervision sessions j.trantom@ljmu.ac.uk

**Mel Jones**, Aurora Champion m.jones1@ljmu.ac.uk

**Moni Akinsanya**, Equality, Diversity & Inclusion Manager, lead for Stellar HE m.m.akinsanya@ljmu.ac.uk

