

## Appendix 1: Coaching Internship – Information for Managers & Supervisors 2023-24

### UBC Coaching Services

UBC has been investing in organizational coaching for more than two decades. The university introduced coaching as a talent and employment development and support modality in 2003. Since then, it's become an integral part of UBC's culture and strategy and continues to be a catalyst for leadership development, employee engagement and creating high-value workplace experiences.

Coaching Services' vision of integrating a robust coaching culture at UBC continues to be realized with a team and community of dedicated internal and external professional coaches through one-on-one, group, and custom coaching partnerships. UBC employees, including staff, managers, leaders and faculty members have access to work with any one of our talented and committed professionally certified UBC Coaches.

UBC Coaches come from diverse professional backgrounds; have widely varying subject matter expertise; and are connected to the life of the University. They understand UBC's organizational culture and values and contribute to the university's strategic priorities through one-one-one and group coaching engagements.

### UBC Coaching Internship Program

To continue building and sustaining the capacity of the Coaching Services program within UBC and to diversify the community, faculty and staff are invited to apply to the Coaching Internship program to support them in their continued coaching skills development and to help offset the tuition costs of pursuing the ICF Accredited Coach Training Program of their choice. Coaching Interns join the UBC Community of Coaches and upon completion of their certification, commit to provide professional coaching hours to the university community and contribute both personal and professional time to advancing the professional practice of Coaching at UBC.



Apply to the  
Coaching Internship  
with Managers approval



Pursue a  
Coach Training  
Program



Provide coaching  
hours via the  
UBC Coaching Portal



Contribute to UBC's  
coaching, leadership  
and learning culture

## **Your Role: Support and Endorsement**

As a manager, you support your employees' career aspirations and ongoing learning and development. As the manager or supervisor of a Coaching Intern, you are an essential partner in this transformational learning experience and support the development of core coaching skills, behaviors and competencies shaping people practices across UBC

By completing this form, you are joining forces with UBC Coaching Services to formally integrate your employee's new coaching skills and knowledge into tangible coaching hours and practice.

### **You will make a difference by:**

- Supporting the coaching intern once they have completed their coach training to dedicate 48 hours over 12 months to coaching staff and faculty via UBC's Coaching Portal
- Supporting the coaching intern to attend 4 x 1-hour quarterly intern learning and development sessions between January 2024 –December 2024
- Engaging in conversations with the coaching intern around their emerging insights and opportunities to apply new coaching skills within your unit

### **You will benefit from being a Coaching Internship partner by:**

- Shaping UBC coaching culture and enhancing people practices, leadership skills and workplace experiences in your unit
- Having more informed, connected and engaged staff
- Learning alongside your employee/colleague

### **As a partner, UBC Coaching Services will support you by:**

- Establishing an ongoing relationship with the Coaching Services Program Manager
- Providing information via email at the beginning, middle and end of the program
- Providing opportunities to share your feedback and inform improvements to the program

### **What are the benefits to Coaching Interns?**

- Experience coaching a diverse and broad range of UBC clients and topics
- Hands on experience coaching at UBC and intentionally linking professional coaching to organizational priorities
- Expanded networks and professional development opportunities
- Support with integrating and applying new coaching skills to a professional context
- Funding to partially offset the tuition costs associated with coach training and/or certification.