



## **WSQ Coaching Course Brochure**

Information accurate as of  
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1 Orchard Boulevard  
#03-01 Camden Medical Centre  
Singapore 248649

# WSQ Module 1

## Apply Advanced Coaching Skills Successfully

### Course Overview

This is a 24-hour ICF accredited course, including classroom facilitation and assessment. Learners are introduced to ethical, professional advanced coaching, mindset of a professional certified coach and other facets from co-creating agreements, to designing the environment and maintaining presence to optimize success for the client and organization.

Both face-to-face and online classes are available.

### Learning Objectives

- Analyse coaching ethics and standards of coaching, relating them to appropriate client skill development requirements, in today's market
- Analyse with a coaching mindset how to review the current situation, client as a whole person, and his needs.
- Distinguish clear agreement with the client/team and relevant stakeholders about the goals and developmental plan.
- Relating what trust and safety looks like to the client to communicate needs, improve performance and reflect on the impact of coaching.
- Analyse how an advanced coach maintains presence to facilitate high performance for their client and gather feedback to review outcomes.

### Target Audience

Aspiring coaches, practicing coaches, managers, HR and L&D professionals, trainers and facilitators, professionals supporting employee development

### Topics Covered

- Ethical Coaching Practice
- Coaching Mindset
- Goal Setting & Development Planning
- Trust & Communication in Coaching
- High-Performance Coaching Conversations
- Evaluating Coaching Outcomes

### Fee Details (before GST) – Valid till 27 Apr 2028

Full Course Fee: \$2137.50

SkillsFuture Subsidy (SCs <40 & PRs): \$1068.75

SkillsFuture Subsidy (SCs >40): \$641.25

# WSQ Module 2

## Apply Advanced Communication Skills Successfully

### Course Overview

This is a 9-hour course including classroom facilitation and assessment. Learners are introduced to advanced workplace communication skills with a strong emphasis on International Coaching Federation (ICF) Core Competencies such as active listening and evoking awareness. These competencies are applied in organisational contexts to improve employee engagement, stakeholder communication, and overall communication effectiveness.

The course is mapped to SkillsFuture Singapore's WSQ Technical Skills and Competencies (TSC) "Workplace Communications". Learners will develop practical capabilities to evaluate communication practices, apply communication tools, and design effective communication strategies aligned with organisational goals.

Both face-to-face and online classes are available.

### Learning Objectives

- Apply active listening workplace communications, and evaluate their suitability for adoption to the organisation.
- Apply communications techniques to staff to improve employee awareness and engagement.
- Relate effective communication to improving employee engagement.
- Develop a communications plan for the organisation.

### Target Audience

Aspiring coaches, practicing coaches, managers, HR and L&D professionals, trainers and facilitators, professionals supporting employee development, corporate communications professionals, team leaders and organisational leaders.

### Topics Covered

- Active Listening and Best Practices in Workplace Communications
- Organisational Culture and Communication Practices
- Evoking Awareness to Improve Employee Engagement
- Communication Techniques for Awareness and Employee Engagement
- Develop effective communication plans for strategic leadership
- Evaluating Communication Effectiveness and Employee Engagement

### Fee Details (before GST) – Valid till 17 Feb 2027

Full Course Fee: \$540

SkillsFuture Subsidy (SCs <40 & PRs): \$270

SkillsFuture Subsidy (SCs >40): \$162