



CAREER COACH - Guide

CALIBRE COACHING ACADEMY x PT CIRCLE

PT DIPLOMA PROSPECTUS

COMBINED LEVEL 2 PATHWAY + LEVEL 3 PERSONAL TRAINER QUALIFICATION - 2026/27

**YOUR FIRST STEP TO A REWARDING
CAREER IN FITNESS**

NAVIGATION

Career Coach - your journey explained

Seven questions. One clear journey from interest to action.

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WHAT IS THIS COURSE?

A practical route into professional coaching

A connected qualification pathway built around real coaching, not theory in isolation.

PROGRESSIVE ASSESSMENT

Formative preparation leads into Level 2 and Level 3 summative practical assessment and portfolio evidence



QUALIFICATION CREDIBILITY

Delivered through the Calibre Coaching Academy & PT Circle partnership via ACTIVE IQ



PRACTICAL ENGAGEMENT

Ten structured teaching weeks combine tutor-led workshops live coaching and purposeful independent work



CAREER-FOCUSED

Consultation, communication, planning and delivery developed as professional habits from Week One



WHAT WILL I BECOME?

A career-ready coach who can work with real people

01

Conduct professional client consultations

02

Communicate clearly and confidently

03

Deliver structured gym-based sessions

04

Apply best practice within professional scope

05

Produce portfolio evidence that demonstrates competence

06

Use ready-to-go resources for your next professional steps

LEARNER PROFILES

IS THIS ME?

Five starting points One professional standard

You don't need to see yourself in **every** profile -
Seek out the ambition, challenge or next step that **resonates with you.**

- Ready to develop face-to-face coaching skill
- Motivated to help others benefit from fitness
- Prepared for practical delivery and peer learning
- Willing to be accountable for professional standards



IS THIS YOU?



IS THIS YOU?

EDUCATION LEAVER



YOUR STARTING POINT

You understand theory. Now you want confidence, communication and real gym-floor experience

WHY THIS FITS

A structured route from learning about coaching to doing it professionally



IS THIS YOU?

UNFULFILLED PROFESSIONAL



YOUR STARTING POINT

Your current role pays the bills, but it does not reflect your ambition, values or capacity

WHY THIS FITS

A career change built on professional competence rather than shortcuts



IS THIS YOU?

CAREER CHANGER



YOUR STARTING POINT

You bring life experience, emotional intelligence and the motivation to build a more meaningful career

WHY THIS FITS

A practical pathway that turns existing strengths into professional coaching authority



IS THIS YOU?

FITNESS ENTHUSIAST



YOUR STARTING POINT

Fitness already matters to you, but enthusiasm alone is not enough to coach others responsibly

WHY THIS FITS

Clear standards, guided practice and feedback help turn personal enthusiasm into professional coaching



IS THIS YOU?

LATER-LIFE INSPIRER



YOUR STARTING POINT

You are ready to use your lived experience, perspective and credibility to inspire healthier, stronger, more confident older adults through empathetic coaching

WHY THIS FITS

Your age is an asset when it is matched with current knowledge, practical skill and professional standards.

HOW DOES THE PROGRAMME WORK?

From preparation to professional progression

Each stage builds the knowledge, confidence and competence needed for the next.



01

PREPARE / PRE-COURSE

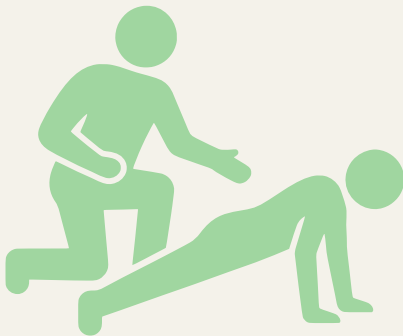
Register, access guidance and arrive ready to participate



02

LEARN / WEEKS 1-4

Build consultation, theory, biomechanics and planning foundations



03

APPLY / WEEKS 5-9

Practise, adapt and demonstrate coaching in specific situations



04

ASSESS / WEEKS 6-10

Showcase competence, receive feedback & move toward the finish line



05

COMPLETE / WEEKS 11-24

Finalise your portfolio, complete quality assurance & achieve certification

HOW LONG DOES THE JOURNEY TAKE?

Ten teaching weeks. A defined completion pathway to Week 24.

Every stage of your learning, assessment and certification journey is visible from the outset

ONBOARD / WEEKS -4 TO -1

Registration, ID, guidance, e-learning and preparation

FUNDAMENTALS / WEEKS 1-4

Consultation, theory, biomechanics and planning

APPLY / WEEKS 5-7

Barriers, group coaching and Level 2 assessment

COMPLETE / WEEKS 8-10

Advanced coaching, strength development & Level 3 assessment

SUBMIT / WEEKS 11-20

Portfolio completion and outstanding evidence

QA / WEEKS 21-24

Quality assurance, certification and progression

HOW WILL I LEARN?

Practice. Reflect. Apply. Repeat.

Different learning modes work together; none sits in isolation.

PROFESSIONAL RESOURCES

Templates and tools support consultation, planning, business development and evidence.

REFLECTION & FEEDBACK

Tutor observation, peer insight and self-evaluation guide improvement.

POST-COURSE COMPLETION

Tutor support continues through submission, QA and certification.

LIVE WORKSHOPS

Tutor-led explanation, demonstration, discussion and coaching practice.

REAL COACHING

Face-to-face delivery with peers in a gym-based environment.

INDEPENDENT STUDY

Active IQ e-learning, worksheets, revision and portfolio development.

HOW WILL I BE ASSESSED?

Assessment develops with your coaching



Evidence builds progressively; the final practical observations are not isolated tests.

01

CONSULT

Gather and record meaningful client information

02

PRACTISE

Build competence through guided practical delivery

03

REFINE

Use formative feedback to improve performance

04

DEMONSTRATE

Complete Level 2 and Level 3 summative observations

05

SUBMIT

Complete written, recorded and invigilated evidence

06

CONFIRM

IQA verifies decisions before certification

WHAT WILL I LEARN?

A curriculum that moves from fundamentals to professional application

Each week connects coaching skill, underpinning knowledge, assessment and career development.



01

FUNDAMENTALS / WEEKS 1-4

Understand people, movement and planning.



02

APPLICATION / WEEKS 5-7

Solve problems, coach groups and demonstrate Level 2 competence.



03

SPECIFICITY / WEEKS 8-9

Apply advanced methods and strength practice. Develop programming skills



04

TRANSITION / WEEK 10

Complete workshops, observed assessments and prepare for portfolio submission.



05

SUPPORT + QA / WEEKS 11-24

Submit evidence, pass quality assurance and progress to certification!

WEEKS 1-2 / FOUNDATIONS

Coaching & Theory Foundations



Two connected teaching weeks where practical coaching skill and professional responsibility develop together.

WEEK 1

COACHING FOUNDATIONS

WORKSHOP 1

Know Yourself / Know Your Clients

WORKSHOP 2

Coaching Intro - Programme Self-Efficacy

Build consultation, rapport and resistance-machine coaching skills

WEEK 2

THEORY FOUNDATIONS

WORKSHOP 1

Cardio & Intensity

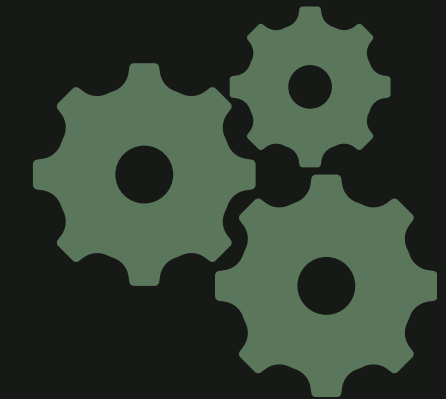
WORKSHOP 2

Principles of Fitness - Steps to Results

Apply intensity, adaptation and progression to coaching decisions

WEEKS 3-4 / FOUNDATIONS

Biomechanics & Planning Foundations



Build confidence applying movement science and structured session planning in practical coaching.

WEEK 3

BIOMECHANICS 101

WORKSHOP 1

Resistance Overview - Levers & Pivots

WORKSHOP 2

If You Ain't Assessing, You're Guessing

Use biomechanics, screening and testing to justify exercise selection.

WEEK 4

PLANNING FOUNDATIONS

WORKSHOP 1

Back to the Front - A Plan for Results

WORKSHOP 2

Ramp it Up, Wind Down & Fill the Gaps

Turn consultation findings into structured sessions and programmes.

WEEKS 5-6 / APPLICATION

Problem Solving & Business Foundations



Build coaching confidence through problem-solving, practical delivery and guided assessment.

WEEK 5

PROBLEMS & SOLUTIONS

WORKSHOP 1

Strategy / Support & Showcase

WORKSHOP 2

SGPT - Dealing with & Delivering to Groups

Solve client barriers, build accountability and coach small groups confidently.

WEEK 6

BUSINESS FOUNDATIONS

WORKSHOP 1

Level 2 Assessment Preparation

WORKSHOP 2

Business Intro - Core Values

Prepare for practical assessment and build your professional identity.

WEEKS 7-8 / APPLICATION

Support & Specificity



Expand your coaching toolkit through advanced methods, strength programming and client progression.

WEEK 7

RESOURCE FOUNDATIONS

WORKSHOP 1

Level 2 Assessment Session

WORKSHOP 2

Business Resources - Identity, Strategy & Systems

Demonstrate coaching competence while building your professional toolkit.

WEEK 8

CLIENT SPECIFICITY

WORKSHOP 1

Advanced Toolkit

WORKSHOP 2

Tools Acquired - Splits & Sessions

Apply advanced coaching methods and design longer-term programmes.

WEEKS 9-10 / TRANSITION

Performance Coaching & Progression



Bring everything together through advanced coaching, summative assessment and professional progression.

WEEK 9

STRENGTH FOUNDATIONS

WORKSHOP 1

Level 3 Assessment Preparation

WORKSHOP 2

Power or Nah?

Coach advanced strength confidently, prepare for your final practical assessment.

WEEK 10

GROWTH STRATEGY

WORKSHOP 1

Level 3 Assessment

WORKSHOP 2

EVOLUTION - Transition to PRO COACH status!

Achieve certification readiness and take the next step as a professional coach.

WHAT HAPPENS BETWEEN WORKSHOPS?

Independent work turns learning into evidence



The course continues between contact days through purposeful study, practice and portfolio development.



PRACTICAL REHEARSAL

Refine coaching delivery through repeated practice and assessment preparation.



PT CASE STUDY

Develop consultation, planning and client-specific programme evidence.



BUSINESS PLAN

Develop your coaching identity, business foundations and launch resources.



ACTIVE IQ E-LEARNING

Build underpinning knowledge, complete e-learning and prepare for examinations.



RESOURCE LIBRARY

Use templates, examples, videos and guidance to support completion.



LEARNER ACHIEVEMENT PORTFOLIO

Record progress, reflective work and required evidence.

HOW WILL I BE SUPPORTED?

Support surrounds the whole learner journey



Support is built into every stage of your journey, from registration to professional progression.

01

BEFORE YOU START

Registration guidance, pre-course preparation and access support.



02

DURING DELIVERY

Tutor explanation, practical feedback, peer discussion, learning resources, ongoing coaching support.



03

ASSESSMENT

Preparation, assessment guidance, observation feedback, referral support.



04

BEYOND COMPLETION

Portfolio completion, outstanding evidence, QA updates, progression options.



WHAT HAPPENS BEFORE WEEK ONE?

Arrive informed, equipped and ready to participate



Onboarding removes uncertainty so you arrive confident, prepared and ready to learn.

01

REGISTER

Confirm enrolment and required learner information.

02

ACCESS

Receive your course roadmap, guidance and access to learning resources.

03

PREPARE

Begin e-learning and complete pre-course actions.

04

CONNECT

Join the learner community and communication channels.

05

CALL

Attend your pre-course preparation call.

06

BEGIN

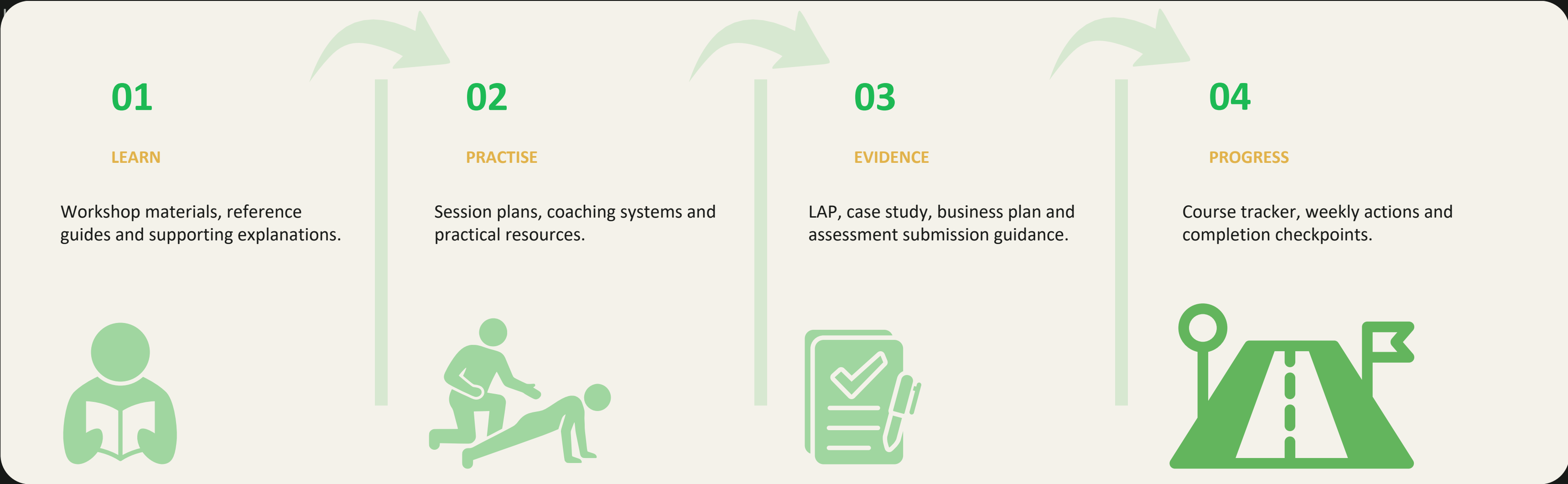
Start Week One ready to learn, participate and coach.

WHERE WILL I FIND WHAT I NEED?

One connected resource system



Everything you need lives in one organised resource library, making it easy to find the right information at the right time.



WHO PROTECTS THE QUALITY OF MY EXPERIENCE?

Expert support throughout your journey

Expert support builds confidence; quality assurance protects standards.



ONGOING RELATIONSHIP

Support continues through completion and into Professional Coach progression.

QUALITY ASSURANCE

Assessment decisions and evidence quality are reviewed through BOTH internal & external QA processes before certification.

REAL-WORLD TUTORS

Learn from experienced coaches who translate real-world delivery into practical guidance.

PEER COMMUNITY

Practise, discuss and grow alongside learners working towards the same professional standard.

CLEAR EXPECTATIONS

Assessment criteria, evidence requirements and deadlines are visible throughout.

WHAT HAPPENS WHEN I COMPLETE?

Course to Career

Successful completion follows assessment, portfolio submission and quality assurance.



01

COMPLETE

Required practical, written and examination evidence.



02

SUBMIT

Portfolio, LAP, case study and business-plan evidence.



03

QUALITY ASSURANCE

Assessment decisions and evidence are reviewed through internal and external quality assurance.



04

CERTIFY

Certification is issued following successful quality assurance.



05

PROGRESS

Progress into your professional coaching career with continued Academy support.

WHAT COMES AFTER QUALIFICATION?

Join the 10% club - Our coach success stories



Your qualification is the start. Your coaching career is what comes next.

- Refine your coaching service and professional identity
- Launch confidently using your completed business resources
- Continue developing through Academy CPD and specialist qualifications
- Stay connected with the Academy and PT Circle community
- Translate your qualification into real client results

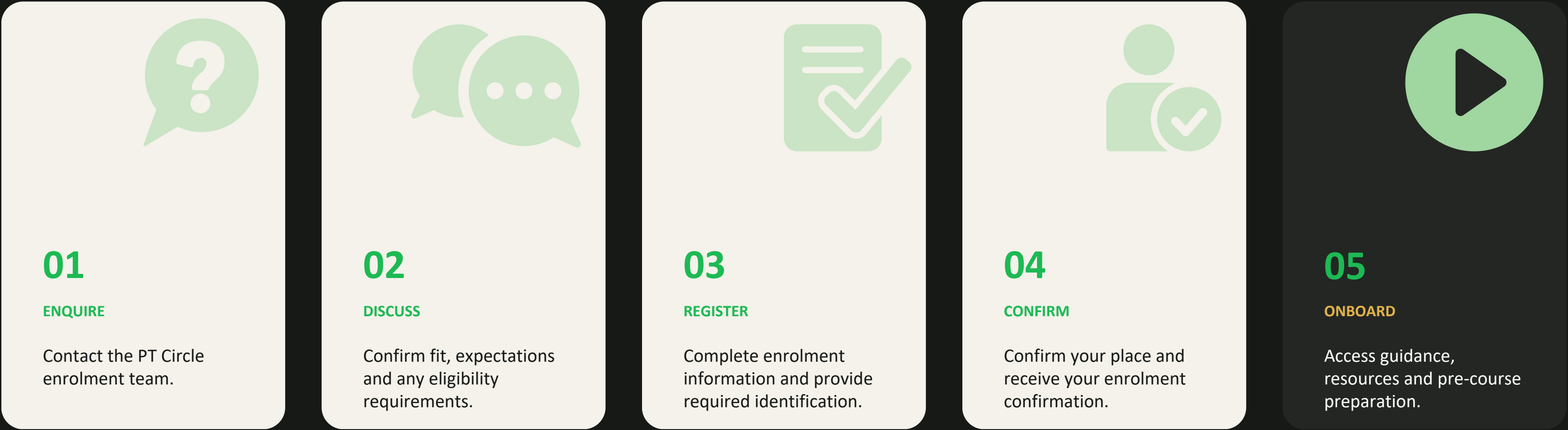


ENROLMENT INFO

A clear route from interest to confirmed place



From your first enquiry to your first workshop, every step is simple and fully supported.



READY TO BEGIN?

MAKE YOUR MOVE

Speak to the PT Circle team about your future in coaching.



START YOUR JOURNEY

Contact the PT Circle enrolment team to discuss suitability and availability