

➤ G008 - Essential Coaching Skills (1 Day)

Course Description

As a manager, it is extremely important that you keep your staff members motivated to avoid a decline in productivity and morale. Making sure your valuable team members are able to rise to their potential and continue making a contribution to projects at your firm requires time and effort. It involves retaining interns and entry-level employees as they gain experience, rather than risk losing these individuals to other firms.

*Coach for
success!
Learn how to
enable coaching
& motivate your
team!*

Course Objectives

Upon completion of this course you will gain an understanding of:

- ✓ The coaching relationship
 - Introduction to coaching concepts
 - Difference between coaching and mentoring
 - Review of situational leadership II (Blanchard)
 - When to use coaching models
 - The benefits of coaching
 - Enablers and barriers to coaching
 - Creating opportunities to coach
 - Responsibilities of the coach and coachee
- ✓ The coaching process
 - Identifying needs
 - Asking questions and listening skills for coaches
 - Setting measurable goals
 - Creating and documenting coaching plans
 - Following up and giving feedback
- ✓ Applying the coaching process to coaching 'teams'
 - Stages of team development
 - The barriers to team communication that impact coaching
 - Essence of emotional intelligence in relation to coaching teams
- ✓ Coaching specific situations (these are tailored to participants own challenges)
 - Conflict management
 - Ability to Delegate
 - Coaching 'Leaders' – the 9 styles of leaders and coaching strategies
 - Professional development and personal growth
 - Others as proposed by each group of participants

You will learn tips and techniques to allow you to become a more effective coach and in turn, retain your employees and team members with their improved competencies!