

Coaching & Mentoring Your Staff: 1 Day Workshop

OVERVIEW

As business changes rapidly it is important to have staff that you can rely on to be pro-active, enthusiastic and performing at their best.

The old 'command and control' approach is becoming less and less effective, in short what people want now is to be coached by their managers and leaders.

Coaching is no longer exclusively available to sportspeople and the corporate elite and many companies are introducing Coaching as a style of management. In addition, many leaders are acting as Mentors to their rising stars, giving them guidance on their career prospects.

This course covers the essential skills needed to be an effective coach and mentor to your staff.



COURSE OUTLINE

Topics covered include:

- What is Coaching & Mentoring?
- Developing rapport
- Identifying thinking patterns through language and behaviour
- Active listening skills
- Identifying clear outcomes and goals
- Encouraging Accountability
- Identifying and challenging limiting beliefs
- Giving encouragement and motivating people
- Identifying opportunities to coach and mentor
- Making time to coach

Tools and exercises will be provided so that you can practice the techniques and strategies covered in the course. These will also help you think out strategies for dealing with different people and anticipate their possible reactions.