

Coaching Skills for Managers

Gain the skills used by professional coaches

Introduction

This cram packed one day program will provide you with the opportunity to coach and be coached.

Attendance and full participation on this program will equip you with tools enabling you to integrate coaching into your work.

The only way to really understand and feel the power of coaching is to experience it first hand

Who Should Attend

Anyone who manages people and who wants to learn about coaching and develop their coaching skills.

Delegates will learn

- What coaching is and what coaching isn't
- When and where a coaching approach is appropriate
- Key coaching skills
- How to apply coaching models
- How to work with staff to identify areas needing action
- How to set goals that both you *and* your staff want to achieve!

Content Summary

Morning

- What is coaching – and how it fits with training, mentoring and counselling
- Coaching Essentials to include:
 - Qualities of a good coach
 - Rapport
 - The skill of listening (Including the 'power of silence')
 - The skill of questioning

Afternoon

- Coaching models – Including a five-step process that gives a structure to the coaching process
- Work Performance Compass – simple diagnostic tool to identify areas needing action
- Creating Compelling Goals and motivating your staff
- Action planning and summary

How to book

Call the office on **023 9225 5232**

E mail booking@clairegodwin.co.uk

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