



Coaching and mentoring skills

This workshop can be tailored to an organisation's requirements and gives an overview of best practice in coaching and mentoring and its effective application within your organisation's culture.

The workshop will provide an understanding of the definition of coaching, its value, the variations in coaching style and the style common to your organisation's culture. The workshop provides a framework for the application of the coaching process within the workplace, and an understanding the skills required of a successful coach, the stages of the mentoring relationship and the application of coaching in the workplace to enhance individual and business performance.

- stages of the mentoring relationship

Course duration

Typically 1 day

Who should attend?

Anyone wishing to become a coach or mentor, or looking to refresh their skills

Course Content

- definition of coaching in a business context
- variations in coaching style and the style common to your organisation's culture
- creating an environment for coaching
- increasing your self awareness
- key skills required – approaches to listening, questioning, goal setting and action planning
- the coaching process – introduction to the GROW model
- solutions focus – an overview of its value in coaching

Pre-requisites

None

Course style

Highly participative using exercises and case studies. Includes practice sessions and feedback on practice and learning points.

Objectives

As a result of attending this workshop, you will be able to:

- understand the range of alternative approaches open to a coach and use the appropriate one
- define and practice the skills required of an excellent coach
- enhance your questioning and listening skills and apply them in the GROW coaching model
- consider the application of coaching in business scenarios