

## Content

### Coaching in context

- what is coaching? what is a coach?
  - when is coaching appropriate?
  - approaches that are similar to but different from coaching
    - the coaching 'industry'

### The coaching climate

- power in the relationship
- leadership style and coaching
- assessing the coaching climate
  - how individuals experience the process of change

### The coaching process

- key skills and behaviours
- getting started, building rapport
  - the coaching process
  - setting realistic goals
- establishing the start point
  - generating ideas
  - decision making
- measuring progress and evaluation
- the key questions to ask during each phase of the coaching process

### Coaching back at the workplace

- identifying opportunities to coach
  - exploring live issues
- the one minute coaching session.

# Coaching for Results

## Leadership and Management

As a leader or manager, you achieve results through the efforts and activities of others.

Coaching is an established and powerful on-the-job tool that will help you not only to help others improve their own job performance, but also encourage them to find their own solutions to solve problems and exploit opportunities.

Coaching is a vital component of your management toolkit. This workshop will give you a practical framework, the essential skills, and the confidence, to enable others to reach their potential.

### Benefits

By the end of the programme you will be able to:

- understand where coaching fits in the manager's toolkit
- explain what coaching is all about in the workplace
- use a practical coach model
- establish a climate that enables coaching to be successful in your part of the business
- identify day-to-day opportunities to coach others
- apply the essential skills of a successful coach with confidence
- improve performance in your organisation.

### Approach

This is a highly participative and practical programme. You will have frequent opportunities to practise core skills and behaviours, learning by coaching others and experiencing the value of being coached yourself on an issue or opportunity of your choosing.

### Who should attend?

Any leader or manager who wants to add the power of coaching to their management toolkit.

### Programme information

Duration: One day

Price: £375 (excluding VAT)

Dates and locations:


21st May 2008 • London

6th November 2008 • Surrey

10th February 2009 • Midlands

For further details please call John Baldwin on 01306 621600.

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David Brown,  
MNPA