

## Coaching Skills for Managers

Duration: 1 day

Private or In-Company  
bookings only

Coaching is one of the most effective methods of enhancing performance. It involves deliberate and specific activities that are designed to help people develop their skills by learning on the job. A good coach leads highly productive teams who are keen to learn new skills and as a result significantly increase the cost effectiveness and efficiency of their department/ organisation.

This training course provides guidance on the planning and delivery of coaching and its application and effectiveness within a variety of workplace environments. Delegates benefit from practice and feedback that is geared to develop skills and build confidence in a supportive environment.

### Course Objectives:

- To develop a coaching style which meets individual and business needs
- To determine barriers to learning and how to overcome them
- To give effective feedback in a way that encourages positive change

### Course Content:

- The managers' role as a coach
- Coaching and training
- Qualities of the effective coach
- Identifying learning needs
- Identifying individual learning styles
- Personal learning styles
- Identifying barriers to learning
- Structuring the coaching session
- Setting objectives and targets
- Coaching the new team member
- Delegation and empowerment
- Motivation
- Managing the poor performer
- Feedback skills
- Monitoring performance
- Validation and evaluation

### Course Prerequisites:

There are no prerequisites for this course.