PROFESSIONAL DEVELOPMENT TRAINING

Coaching and Mentoring Training

REQUEST QUOTE

1.0 DAY COURSE

Coaching and mentoring ensure the continual and faster transfer of knowledge, skills and other best practices to the younger, less experienced employees. The Coaching and Mentoring Training course provides managers, supervisors and those who teach and guide their people in performing their jobs with effective coaching and mentoring skills.

After completing the Coaching and Mentoring training course, you will have learned: to use the G.R.O.W, (Goal, Reality, Obstacles, Options Way Forward) and S.M.A.R.T. (Specific, Measurable, Attainable, Relevant, Time-bound) models or processes for planning, goal setting and problem solving, how to develop trust among employees, the effective way of monitoring and giving feedback and much more.

This comprehensive training course is now available across the U.S., including Atlanta, Austin, Baltimore, Birmingham, Boston, Charlotte, Chicago, Dallas, Houston, Jackson, Los Angeles, Manhattan, Miami, Orlando, New York, Philadelphia, San Antonio and Seattle.

What You'll Gain:

In today's environment of changing technology and evolving organizations, coaching can create a strong competitive advantage. It provides continuous learning and develops people to meet current and future needs. Business mentoring and coaching is an investment that you make in developing your key resource people for the long-term benefit of the organization.

About 6 out of 10 (59%) organizations currently offer coaching or other developmental counseling to their managers and executives, according to a nationwide survey of more than 300 companies conducted by Manchester, a human capital consulting firm. Another 20% of organizations said they plan to offer such coaching within the next year.

Productivity happens when managers can develop strong relationships with their employees. Executive coaching builds the capability of managers to help their employees with the intangible elements of human relationships. This Coaching and Mentoring Training program will help you turn performance management into a collaborative process that benefits everyone.

Outcomes

By the end of this course, participants will:

- Define coaching, mentoring and the G.R.O.W. model
- Set appropriate, effective goals using the S.M.A.R.T. technique of goal setting
- Learn how to define the current state or reality of an employee's situation
- Define options for one's employee and create actionable steps toward a preliminary plan
- Learn how to develop a finalized plan and motivate an employee to accomplishment
- Identify the benefits of building & fostering trust with employees
- Master giving effective feedback while maintaining trust
- Identify & overcome common obstacles that are holding employees back
- Learn to identify when coaching an employee is at an end
- Learn to transition an employee to other opportunities for growth

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Modules

Lesson 1: What we Mean by Coaching and Mentoring

- Coaching Vs Mentoring

Lesson 2: Coaching and Mentoring using REACH

- Understanding my Style

Lesson 3: Building an Effective Coaching Relationship

- Building Trust

Lesson 4: Structuring a Coaching Session

- Introducing the GROW Model
- Asking vs Telling
- Preparing for Coaching Conversations
- Setting Goals
- Reality - Bringing the Goal into Focus
- Options - What Options does the Coachee Have?
- Will - From Discussion to Decision
- Following up Coaching Conversations

Lesson 5: Coaching Skills

- Listening Skills
- Questioning Skills
- Skill/Will Matrix

Lesson 6: Adjusting the GROW Model for Mentoring

- Benefits of Mentoring
- Using GROW for Mentoring

- The Mentoring Process

Talk to our expert team

Phone:

Email: