



Coaching in Action

delivered by:



'Coaching is the quickest and most effective method of developing people'

Successful sportsmen know that their personal trainer or coach is the key to helping them achieve their goals. How great would it be if you could have a personal trainer to keep you motivated and help you achieve your goals at work?

Research shows that managers who act as coaches to their teams deliver better performance for their business – by increasing self-motivation and developing attitudes that are orientated towards solutions and continual improvement rather than problems and avoidance.

Coaching in Action is a fun, highly participative and practical course designed to provide you with the tools and skills you need to become manager coach.

Who will benefit from Coaching in Action?

- Managers responsible for the development of others
- Team leaders and supervisors who want to get the best out of their people
- Line managers who want a structured and effective method of performing their monthly one to ones
- Line managers who want to develop their staff in their current role and also longer term

What will you gain from Coaching in Action?

- Participants will go away with a thorough understanding of the management styles and where coaching fits in
- Participants will go away with coaching skills and models that they can use back in the workplace
- Participants will understand the importance of ownership and how to take ownership of staff development and continuous improvement.
- Participants will learn "What to say" and "How to say it" when providing feedback to staff.
- Participants will learn the importance of non-verbal communication when performing coaching
- Participants will be able to prepare, deliver and review coaching sessions so that they continue to improve their own and their teams' performance.

Coaching in Action is a two part programme facilitated by Jane Cox, an Accredited & Qualified Executive Coach and Coach Supervisor with many years of business experience. Jane has been coaching managers and leaders in business for over 15 years and is particularly respected for her strong facilitation skills and ability to tailor her coaching interventions to the individual in the context of the commercial realities of their organisation.

Participants who successfully complete the Coaching in Action programme will receive an Institute of Leadership & Management Development Award



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Part 1 - Introduction to Coaching for Managers (1 ½ days)

Day 1 (9.00 – 5.00)

- What is Coaching and how can it help in developing performance
- Learning about ourselves and what works for whom
- Developing the skills of Coaching using a solution focused approach
- Planning a short coaching programme

Day 2 (9.00 – 1.00)

- Review of coaching experiences – sharing of learning
- The rules of feedback
- Reframing and getting buy-in
- Practical coaching exercises & Feedback
- What next – developing your skills

Part 2 - Developing your Coaching Skills (4 x ½ days)

A series of experiential workshop sessions for managers who have mastered the basics of coaching and are keen to develop their skills further. Participants will be encouraged to share their coaching experiences with the rest of the group as they practice different approaches and techniques by means of co-coaching activities.

Participants will typically have completed the TLC Introduction to Coaching programme or a similar basic coaching skills course and will have an opportunity to use their coaching skills within their organisation.

Day 1 Review of coaching skills & the GROW model

- Recognising work styles & preferences
- How to know when coaching is appropriate
- Practical coaching exercises & Feedback

Day 2 Review of coaching experiences – sharing of learning

- Boundaries and contracts
- Relationships and the games people play
- Practical coaching exercises & Feedback

Day 3 Review of coaching experiences – sharing of learning

- Taking a different approach – getting to win/win
- Coaching in context
- Practical coaching exercises & Feedback

Day 4 Assessment for ILM Development Award Accreditation

- Case Study and Observed Coaching and feedback

Maximum number of delegates: 8

To register please email our Training Co-ordinator on registrations@thelearningcollaboration.com