

In these times of economic uncertainty, many organisations are facing the realities of managing and leading their business through the toughest situation they have experienced. One of the most important assets any organisation needs to see it through is authentic leadership supported by an engaged workforce. Developing the performance of your people by coaching and mentoring is an essential skill for a successful manager. Effective coaching and mentoring are learnt skills. Coaches need to be able to inspire and empower others to develop goals and achieve their personal and organisational objectives. Mentors need to be able to support others to motivate and inspire themselves. Coaching and mentoring includes motivating team players, transferring knowledge, inspiring co-operation, and shaping behaviour. In this workshop, you will learn to:

- Understand the importance of coaching and mentoring
- Identify opportunities for coaching and mentoring
- Uncover potential barriers to coaching and mentoring and working out how to overcome them
- Practice the major steps in the coaching and mentoring process

Who Will Benefit?

Managers and team leaders who are committed to improving the performance of others

Course Outline

- Coaching: its definition and implications
- Mentoring : its definition and implications
- The different coaching and mentoring tools
- Evaluating your coaching and mentoring style
- Tactics and strategies for motivating others
- Influencing skills that encourage others to engage and improve their performance
- How to recognise and improve capability deficiencies in others
- Working with others to affect change
- Giving constructive feedback
- Handling difficult situations
- Using questioning techniques to promote independent thinking
- Fostering formal and informal leadership styles
- How to enhance the performance of one's peers
- Establishing an acceptance of the performance enhancement process
- Practice session
- Action planning

Duration

1 Day

01623 627264

www.xceedtraining.co.uk