

# EFFECTIVE COACHING AND MENTORING SKILLS

## Improve your coaching skills and help others develop their potential

Coaching and mentoring are rapidly becoming recognised worldwide as highly effective and important people leadership skills. Although sometimes interpreted differently and often used interchangeably, both coaching and mentoring are valuable skills for leaders who need to encourage and promote professional development within their teams and more broadly throughout the organisation.

Identify and cultivate talent throughout your organisation with this results-oriented workshop which develops coaching skills and capabilities.

### Workshop Content

The workshop is designed to help you accelerate your effectiveness as a leader by building on a solid foundation of the characteristics of both coaching and mentoring. Practical exercises help increase awareness of your role and responsibilities as a coach or mentor, while skills practice and facilitated discussions explore how these roles can also benefit your own professional development, regardless of your job role or sector.

### Learning Outcomes

**Upon completion of this workshop, participants will be able to:**

- Understand the Coaching Zone
- Identify Skill vs Will
- Understand barriers to coaching
- Apply a Mindset framework
- Use the building blocks of trust
- Understand the purpose of questioning and different question types
- Adapt to different styles of learning
- Understand Facilitative vs Directive mentoring
- Identify the importance of communication skills in coaching
- Work within recognised coaching frameworks, including the GROW Model
- Give effective feedback
- Navigate the stages of a mentoring relationship



#### **Recommended for:**

All leaders and managers



#### **Delivery:**

Face-to-face or virtual



#### **Workshop duration:**

Full day



#### **No. of attendees:**

8 - 12

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