

# Coaching for excellence

## Overview

If you are passionate about unlocking a person's potential in a way that leaves them more competent and more fulfilled so they are able to maximise their own performance, then this is the right workshop for you.

The programme has been designed to help you:

- Recognise the variety of personal styles available to you
- Identify when to action each of those styles
- Apply essential key tools and techniques to enable you to activate your style of manager as coach

## Learning objectives

The aim of this programme is to help you:

- Understand the importance of a clear agreement on the nature of the coaching relationship, the respective responsibilities and the desired outcome
- Become familiar with how to structure a coaching session and the benefits a structured process brings
- Build your confidence in initiating and owning a coaching session
- Gain a greater understanding of why people do the things they do and how their values and beliefs help or hinder
- Experience a coaching session as a coach and as a coachee
- Take a first step towards achieving a personal goal
- Recognise that good listening supplies the building blocks to good understanding
- Become familiar with the variety of sessions the coach may need to generate at any given moment
- Appreciate how coaching can increase motivation and performance

## Audience

This programme is ideal for all those who either line or project manage staff or who need to maximise effective working relationships.

## Format

This one-day workshop is based on a series of short theory and good practice facilitator-led sessions followed up by personal practice. Group discussions are used to identify personal experiences of good and bad coaching experiences. Expert trainer feedback enables participants to develop workable personal action plans for improved confidence and performance.

## **Workshop outline**

### **1 Welcome and introduction**

- Participants are welcomed to the programme and invited to share their personal objectives and people challenges
- Self-assessment of current coaching skills
- Spectrum of skills – identifying the skills required to be an effective coach

### **2 How the mind can be a barrier to achieving performance**

- Why this is crucial to success
- The power of beliefs – what they are and how they can affect us
- Positive and negative self-talk
- The concept of 'positive intention'

### **3 The coaching structure and conversation**

- A coaching case study
- 'The answer is in the question'
- The coaching game – a board game with a difference! Coach your way to success...
- The OSCAR model of coaching

### **4 Practice sessions**

- Participants will be given the opportunity to practise their coaching skills by being both a coach and a coachee, using their real-life scenarios. Feedback is given along with action points to develop skills further

### **5 Further skills and tools**

- Active listening
- Building rapport
- The coaching wheel
- Sustaining your skills development after the programme
- Barriers to using a coaching style

**For a no-obligation discussion about running this programme for your organisation on an in-house basis, just give us a call on **01582 463461**.**