



## Introduction To Coaching For Performance

### Designed For

Individuals and managers who are looking to develop their coaching skills and apply them to their workplace.

### Aim

By the end of this course, you will understand how to:

- ✓ Apply coaching to the workplace
- ✓ Learn a range of coaching models
- ✓ Develop practical skills and techniques to apply these models
- ✓ Analyse and improve your own coaching ability
- ✓ Put your new skills into practice
- ✓ Develop a personal action plan for continued development

### Content

- Best practice in workplace coaching
- Understanding the context and purpose of workplace coaching
- Barriers to coaching
- Ethical coaching
- Process and content of workplace coaching
- Preparation and planning
- Agreeing goals
- Learning preferences
- Diagnostic techniques.
- Coaching records
- Effective coaching
- Questioning and listening
- How to give constructive feedback
- Negotiating and influencing skills
- Personal development
- Reflect upon and reviewing your own coaching performance
- Prepare and develop a personal action plan to support your return to the workplace

Duration: one day