



COACHING & MENTORING

Course Outline

Course overview and duration

Coaching and Mentoring are becoming popular management techniques for supporting the development of talent in the workplace. This course introduces both approaches, explores their differences, and examines the psychology and techniques required to become successful when undertaking these roles.

This training may be delivered as a 1-day or 2-day course, depending upon the level of detail that is required to meet the desired learning objectives and/or according to the number of delegates.

Who will benefit from this course?

This course is designed for anyone who has the responsibility of coaching or mentoring other people in the workplace. Whether you are new to this or want to enhance your existing abilities, the Coaching & Mentoring course provides theory and practice to prepare you for conducting these sessions.

What you will learn:

- Introduce the concept of 'Coaching' and 'Mentoring' and discover how these approaches differ from training, teaching and counselling.
- Understand the key skills to becoming a successful coach and mentor.
- Discover the ability of coaching to empower, encourage personal responsibility and commit to action.
- Recognise the difference between the conscious and subconscious mind.
- Appreciate the value of understanding your personal belief systems in order to enhance your self-awareness.
- Learn how to raise awareness of self-limiting beliefs and increase self-esteem during a coaching session.
- Learn the six levels of listening and understand the importance of active listening in coaching practice.
- Identify different questioning styles and the power of asking intuitive questions to enable individuals to identify their personal development needs.
- Introduce the 'GROW Model' and learn how and when it can be used effectively.
- Live practice session with feedback.

All delegates will leave the training with a personalised action plan.

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