

Typical Coaching Content

for excellence in organisations

The exact content will be determined through discussion with the client and the length of the training

Foundation	Advanced
<ul style="list-style-type: none"> • When to be a coach and when to be a mentor • An exploration of the characteristics of effective coaches and mentors • How mentoring and coaching differ • Developing an excellent knowledge and understanding of the behaviours, characteristics, skills, attitudes and values required of a coach • Different methods of coaching • Methods of providing feedback • Methods of receiving both supportive and corrective feedback • The role of the coach and the coachee in the coaching relationship • The skills, attitudes and beliefs that are required • Developing effective listening, questioning and feedback skills • Models that can be used • Examining techniques for goal identification • Practice of coaching skills 	<ul style="list-style-type: none"> • Coaching executives • Working in triads (groups of three) to practice skills • Pairing coaches with coachees • Understanding the planning and preparation for a coaching session, including the role of contracting • Managing the relationship • Getting the design right for your organisation • What needs to be communicated and to whom? • Responsibilities of coaches and coachees • Ongoing coach support • Evaluation • Avoiding typical problems • Demonstration • Skills practice in small groups