PROFESSIONAL DEVELOPMENT TRAINING

Coaching and Mentoring Training

5808 8521

REQUEST QUOTE

1.0 DAY COURSE

Through our Coaching and Mentoring training course, new Mentors will learn effective strategies that build trust, rapport and break down the obstacles for growth in their staff.

This Coaching and Mentoring training course will empower you with the behavior, knowledge and skills to help develop and motivate others in a constructive manner. With the use of efficient coaching and mentoring skills, you can help boost an individual or team's overall performance.

Join a coaching and mentoring training class today, or have a trainer come to your workplace in Hong Kong.

This Coaching and Mentoring training course can be delivered at your premises by one of our expert local or international trainers or live online using our HIVE technology.

Contact us today for a quote.

What You'll Gain:

In today's environment of changing technology and evolving organizations, coaching can create a strong competitive advantage. It provides continuous learning and develops people to meet current and future needs. Business mentoring and coaching is an investment that you make in developing your key resource people for the long-term benefit of the organization.

About 6 out of 10 (59%) organizations currently offer coaching or other developmental counselling to their managers and executives, according to a nationwide survey of more than 300 companies conducted by Manchester, a human capital consulting firm. Another 20% of organizations said they plan to offer such coaching within the next year.

Productivity happens when managers can develop strong relationships with their employees. Executive coaching builds the capability of managers to help their employees with the intangible elements of human relationships. This Coaching and Mentoring Training program will help you turn performance management into a collaborative process that benefits everyone.

Outcomes

In this course participants will:

- Understand the G.R.O.W. model and apply it
- Learn to set appropriate, effective goals using the S.M.A.R.T. technique
- Learn how to recognize the current state or reality of an employee's situation
- learn to identify coaching and mentoring options for your employees, creating a preliminary plan with action steps
- Learn how to develop a complete plan, including motivational opportunities to drive accomplishment
- Understand the importance of building & fostering trust with employees
- Master the art of giving effective feedback while maintaining trust
- Recognize & overcome common obstacles that are holding employees back
- Know when it is the right time to stop coaching an employee
- Learn to continue to transition an employee to other opportunities for continued growth

Modules

Lesson 1: What we Mean by Coaching and Mentoring

- Coaching Vs Mentoring

Lesson 2: Coaching and Mentoring using REACH

- Understanding my Style

Lesson 3: Building an Effective Coaching Relationship

- Building Trust

Lesson 4: Structuring a Coaching Session

- Introducing the GROW Model
- Asking vs Telling
- Preparing for Coaching Conversations
- Setting Goals
- Reality - Bringing the Goal into Focus
- Options - What Options does the Coachee Have?
- Will - From Discussion to Decision
- Following up Coaching Conversations

Lesson 5: Coaching Skills

- Listening Skills
- Questioning Skills
- Skill/Will Matrix

Lesson 6: Adjusting the GROW Model for Mentoring

- Benefits of Mentoring
- Using GROW for Mentoring
- The Mentoring Process

Talk to our expert team

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