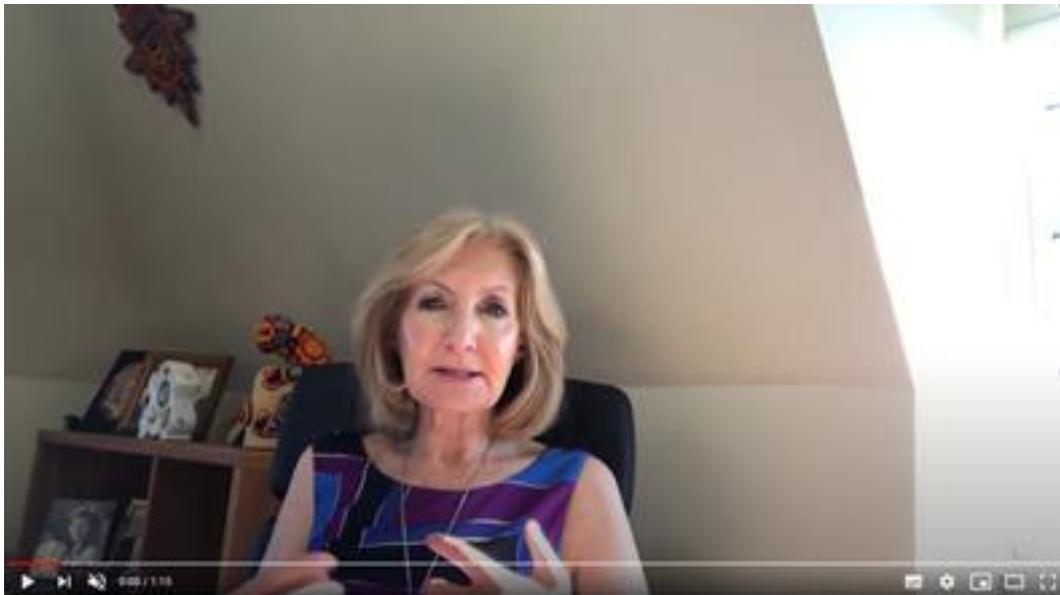


# COACHING SKILLS FOR MANAGERS

## Become a great Manager–Coach and Mentor

The skills we discuss and practice in this module represent a form of dialogue that uses enquiry and knowledge sharing in day-to-day conversations, in meetings, and in formal and informal situations. The aim is to encourage the other person to find their own solutions and do things their own way. We call this a 'coaching style.'



A 'coaching style' enhances effectiveness in many situations; mentoring, leading people, managing client relationships and more.

This style is in direct contrast to a directive one where the manager, peer or mentor has the answer and tells the other person how it should be done.

This practical, interactive module is for managers, team leaders and others who recognise that coaching skills, or a coaching style enable better leadership, team working, relationship management and so many other interpersonal relationships including being a mentor. Our aim is to provide you with guidance, resources, frameworks and templates so that you can self-manage your learning, whether this is to develop your own coaching or mentoring skills or help others to do so.



## In this course:

- we discuss and practise the skills required for a coaching style: active listening, giving feedback, supporting development, goal setting
- we consider different uses of a coaching style, looking especially at leadership
- we provide practical resources to help you develop your coaching style, or to help others to do so
- we outline a process for coaching and for mentoring
- we give tips and guides on preparing for and structuring the critical conversations with your team members that enhance performance and strengthen relationships.

Also available as a separate course. **Manage and organize the coaching process in your organisation (not included in this course)**

Contact us for more information and to sign up: [janice@thescalagroup.co.uk](mailto:janice@thescalagroup.co.uk)