

# Coaching Skills

## One Day Course

### Who will benefit

This course will teach you about sound and fundamentally proven coaching techniques which promise clear vision, measured objectives and great results for the coachee.

### Course Outline

In this highly practical course participants will learn:

#### What is Coaching

- The difference between coaching and other kinds of instructional methods
- Principles of coaching that must be adhered to
- Formal and informal coaching and how do they differ
- The best formal systems of coaching and how can you implement them at work
- How can you use coaching in line with your management responsibilities
- The importance and positive effect of peer coaching

#### How to Sequence Your Statements

- The GROW model
- Examples of questions should you ask in each stage of the GROW model
- How to encourage others in the right direction
- How humans learn and how can you use their natural learning habits while coaching to get maximum results

#### Effective Questioning Techniques

- Results to obtain from asking different types of questions and how to use this knowledge to coach
- The pros and cons of a variety of questioning styles
- Open and closed questions and how can they help when coaching

#### How to Motivate

- How to benefit from a variety of behavioural models to predict and motivate others
- Using the power of motivation in coaching

#### How to Give Feedback

- Assessing the coachee and providing valuable guidance
- How to give effective feedback
- Overcoming internal barriers while coaching
- Handling resistance to change or coaching