

# Developing Coaching Skills – Course Outline

## Day 1            Tuesday June 30<sup>th</sup> 2009

- The nature of coaching – role of coach/coachee; ethical guidelines
- Differences between mentoring and coaching; benefit in work situation
- Awareness of skills needed for successful mentoring & coaching
- Practice of noticing, rapport building and listening skills
- Use of a basic coaching framework
- Goal setting

## Day 2            Tuesday July 7<sup>th</sup> 2009

- The coaching spectrum – range of coaching situations at work
- Development of coaching skills – encouraging, clarifying, scaling, asking powerful questions
- Challenging patterns of thought and belief
- Working with people with different sensory perceptions and filters
- Using coaching to develop awareness
- Practicalities setting up coaching sessions with colleagues

## Day 3            Wednesday September 9<sup>th</sup> 2009

- Progress with participants' coaching – key issues
- Developing coaching presence
- Working with resistance
- Using NLP in coaching
- Further practical experience

## Day 4            Thursday October 8<sup>th</sup> 2009

- Progress with participants' coaching – key issues
- Using psychological insights to deepen your coaching
- Developing practical skills
- Planning for implementation

### 1: 1 Coaching

There will be 6 individual coaching sessions face to face or by telephone between July and November, either face to face or by phone.

All participants are expected to coach 2 colleagues for each of 4 sessions over the period of the course.