



## **Assessments & Coaching Services**

### **Coaching for Success**

#### **Summary**

This workshop gives your managers the specialized tools and techniques that they need to improve their coaching skills, so that they can help to improve the performance and productivity of their employees, their work team and department, and the organization.

Participants will learn to:

- Identify opportunities to coach others
- Balance “seeking and telling”
- Understand how to personalize your coaching, using the Interaction Guidelines and Key Principles
- Enhance your skills in providing positive reinforcement to the people you are coaching
- Build skill in handling challenging coaching decisions and situations

#### **Who Should Attend**

Managers

#### **Workshop Objectives**

Applying these coaching concepts and skills will enable you to:

- Recognize and follow through on opportunities to coach employees in a variety of situations, such as learning new skills, solving problems, making decisions, improving performance, and taking on new responsibilities.
- Prepare for and conduct effective coaching discussions, using newly learned skills and the Discussion Notes form.
- Encourage people to continually achieve success.
- Handle coaching challenges, such as coaching people who lack confidence, are overconfident or resistant to coaching.