

COURSE DESCRIPTION

X180 – Coaching for Managers – Instruments how to use effective coaching

Course goal

With this very practically focused course, managers will be able to increase their managerial efficiency towards their direct/indirect reports by applying coaching tools and principles appropriately. They will empower their employees and support them to act responsibly by coaching them through solution finding and decision-making processes. As a coach the manager supports his/her employees to use their full potential.

Main learning objectives

Upon completion of the course, participants will be able to

- Know the general framework of coaching and its limitations for using coaching instruments effectively
- Know and understand the application of coaching instruments and widen their management tool repertoire
- Understand and apply the coaching method GROW in their managerial practice
- Practice coaching during their PDA and further discussions with the reports
- Have a self-reflection about their coaching skills and potential for development
- Get a few special coaching instruments for handling difficult situations.

Participant profile

Team managers of permanent or temporary teams and working groups independently from professional positioning of the team (project teams, sales teams, etc.). We recommend at least two years of management experience.

Prerequisites

No specific pre-conditions to attend the seminar.

Topics

Part 1

- Coaching basis
 - What is it? Why and when to use it?
 - Difference between coaching as a managerial tool and professional coaching
 - Mindset / Role of a coach
- Introduction to basic coaching tools
 - Questions, What if... etc.
- Process of coaching
 - Understanding the GROW method
 - How to apply it
 - Practice it
- Next steps
 - Agreement regarding next tasks and define how to put what has been learned into the managers' day-to-day practice

Part 2

- Follow-up
 - Lessons learnt and sharing of experience gained in the interim using a method
- Motivation & development in coaching
 - The role of motivation for a coachee and his/her development
 - How to work with it as a manager
- Advanced coaching methods and tools
 - Scales & Disney strategy, Stakeholders Exercise
- Next steps
 - Individual Development / Action Plan

Course type

This is a face-to-face class room training with min. 6 and max. 12 participants.

Learning methods and tools

Self-reflection, self-assessment, group work, team discussions, theory input, mainly practicing on real and actual cases with the support of colleagues.

Laptop or tablet is required to have access to the e-documentation. Please bring your own device.

Duration

2 + 1 days