

A close-up photograph of a vibrant green leaf, likely from a grass or similar plant, covered in numerous clear water droplets. The droplets are of various sizes and are scattered across the surface of the leaf, which shows distinct veins. The background is a soft, out-of-focus green, suggesting a natural outdoor setting. The overall image has a fresh, clean, and natural feel.

in equilibrium

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In-house training course details

Introduction to Coaching Skills

Introduction to Coaching Skills

This highly-practical and interactive 1-day workshop introduces participants to the basic principles of coaching. It explores the range of coaching styles, models and approaches and offers participants substantial practice in a safe environment, with constructive feedback. It looks at coaching in an organisational context and sets out standards for good practice.

Course materials will support active practice and also provide delegates with a rich resource base for further learning and development.

Top Ten reasons for using coaching

1. Improving individual performance
2. Dealing with under-performance
3. Improving productivity
4. Career planning and personal development
5. Growing future senior staff
6. Fostering a culture of learning and development
7. Motivating staff
8. Accelerating change in the organisation
9. Demonstrating the organisation's commitment to staff
10. Improving staff retention

(Source: CIPD 2004)

Course Leader Carol Taylor

Carol Taylor became a consultant for Equilibrium after a successful senior management career in the public sector.

Carol specialises currently in general Stress Management and in Leadership and Management Development. She is much in demand as a qualified and experienced Executive Coach and Learning Set facilitator.

Getting the best out of yourself and other people is a recurrent theme in coaching and Carol's approach offers a blend of relevant theory and practical solutions.

Carol is dedicated to ensuring that organisations get the best out of their most important resource and helping people to enjoy challenging careers and a healthy work-life balance.

Why coaching?

Coaching has seen huge growth in recent years with a Chartered Institute of Personal Development survey reporting that over 75% of companies are now using coaching as a development approach.

As pressure increases on the funds available to spend on external coaches the benefits can still be obtained by training internal coaches and managers in coaching skills.

Coaching has become a key resource in the toolkit of modern, learning organisations. It can represent a major investment of resources and therefore it is essential that organisations are clear about what it can – and can't deliver. It is essential that people involved in coaching are well-trained if they are to be able to effectively pass their experience on to others.

Coaching can take place with an individual or within a group and an organisation may want to introduce a "coaching culture" into its everyday ways of working.

"Coaching is likely to play a major role in leadership development activities for UK organisations. A CIPD survey in 2006 showed that 93 % of respondents using coaching believe that a coaching culture is either very important or important to the success of their organisation. Results show that improving individual and business performance are the main objectives for developing a coaching culture."

(Source – Jarvis, Lane and Fillery-Travis, CIPD, 2006)

Who should attend this course?

This course is suitable for those currently managing people or others who are aspiring to that role in the near future. Coaching may or may not be explicit in your role but the generic skills will also be useful for enhancing general management practice.

Coaching course content

- Explore what we understand by coaching and how it compares to other disciplines e.g. counselling, mentoring
- Consider key skills and qualities for effective coaching
- Examine the spectrum of coaching styles and interventions
- Look at your own personal style and how this will influence you as a coach
- Have extensive practice of key skills in a safe supportive environment and use those skills to tackle real issues
- Examine coaching in an organisational context – where it works best, business benefits of coaching, how to choose a coach, how to develop a coaching culture.

Key Elements

At the end of the course, delegates should:

- Understand the basic principles of coaching in the workplace
- Understand when coaching is appropriate and how it relates to other disciplines such as mentoring, counselling and therapy
- Understand the benefits of coaching to the individual and to the organisation
- Develop insight into the skills and qualities needed to be an effective coach
- Understand a range of models of approaches to coaching
- Have practised basic coaching skills in a safe and supportive environment
- Have practised skills in giving and receiving feedback in a coaching environment
- Understand organisational parameters and challenges to coaching
- Be aware of the importance of contracting and supervision
- Identify the next steps in their coaching development

Course Details

Duration: 1 day

Optimum delegate numbers: 12

Further details:

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