



Coaching and Mentoring

Course Length: 1 Day

Course Description

Description: This class focuses on how to better coach your employees to higher performance. Coaching is a process of relationship building and setting goals. How well you coach is related directly to how well you are able to foster a great working relationship with your employees through understanding them and strategic goal setting.

- Objectives** After completing this course, students will know how to:
- Define coaching, mentoring and the GROW model
 - Identify and set appropriate goals using the SMART technique of goal setting
 - Identify the steps necessary in defining the current state or reality of your employee's situation
 - Identify the steps in developing a finalized plan or wrapping it up and getting your employee motivated to accomplish those plans
 - Understand the benefits of building and fostering trust with your employee
 - Identify the steps in giving effective feedback while maintaining trust
 - Overcome common obstacles
 - Identify when the coaching is at an end and transition your employee to other growth opportunities
 - Identify the difference between mentoring and coaching