

Course Title	An Introduction to Coaching	Duration	One day	Development
Outcomes	By the end of this training, your delegate will: <ul style="list-style-type: none"> • learn the differences between coaching, mentoring and training ; • gain an understanding of the steps involved in the coaching process ; • explore a variety of techniques that may be used in coaching ; and • demonstrate competence in basic coaching techniques. 			
Prerequisites	This course contains a compulsory pre-course element that requires delegates to spend around an hour thinking about their job and performance at work, and a further half hour in discussion with their line manager. The nature of the event means that any delegate who does not carry out the pre-course will not be able to undertake the course.			
<i>NB : The course requires an even number of delegates, in order that the practice session can be run efficiently.</i>				
Session	Aim	Content		
Introduction	Explain the aims of the course and understand particular objectives of individual delegates.	<ul style="list-style-type: none"> • Introductions • Understand the objectives and the process of the course • Agree what outcomes are required 		
About coaching	Learn the differences between coaching, mentoring and training.	<ul style="list-style-type: none"> • What is coaching? • When to coach? • The learning & development continuum. 		
The steps involved	Gain an understanding of the steps involved in the coaching process.	<ul style="list-style-type: none"> • The G.R.O.W. model. • What the coach will do. • Responsibility for change. • The coaching contract. • 'Note to self'. 		
Coaching techniques	Explore a variety of techniques that may be used in coaching.	<ul style="list-style-type: none"> • Coaching questions. • The balanced wheel. • Setting goals and placing them in the future. • Prioritising - important vs. urgent. • Perceptual positions. • Action planning. 		
Practice	Demonstrate competence in basic coaching techniques.	<ul style="list-style-type: none"> • Agree a coaching contract. • Plan a coaching session. • Select an appropriate technique to use. • Coach a fellow delegate. • Agree an action plan. 		
Book this course now :				
Cost	Price Code A			
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