

ESSENTIAL COACHING SKILLS

Overview

If you manage or supervise others, your success depends on their performance. Thus, your ability to coach your team members is indispensable.

This hands-on workshop is structured around the eight capabilities of **The Essential Coach™**, Linkage's validated competency-based coaching assessment, which participants take during the program to assess their skill level. In addition, you learn the coaching skills, knowledge, and tools that distinguish top-notch managers.

As a participant, you obtain powerful tools and techniques that help you seize daily coaching opportunities. Engage in extensive skill practice, receive targeted feedback, gather a wealth of job aids – and leave with a set of plans and action steps that will enhance your staff's performance back on the job.

Who Should Attend

Those responsible for managing/supervising others, and responsible for driving greater performance levels through coaching

Benefits & outcomes

- Practice extensively to sharpen your skills in each of the eight capabilities of **The Essential Coach™**
- Learn to build trust by communicating candidly and sharing your personal work values
- Improve your ability to increase people's level of commitment
- Improve your coaching conversations by structuring them for maximum effectiveness
- Gain skills in effectively addressing others' resistance to feedback and change

COURSE OUTLINE

Program Curriculum

Module 1: The Business Case for Coaching

- The business case for coaching
- Definitions and types of coaching
- Coaching's triple agenda

Module 2: Building Trusting Partnerships

- Four cornerstones of trusting partnerships
- Active listening/responding techniques
- Increasing your presence
- Defining and sharing your profile as coach
- Communicating candidly
- Advocacy and inquiry
- Dealing with competing demands
- Coaching for commitment
- Seizing coachable moments

Module 3: Structuring Coaching Conversations

- The coaching pyramid
- Extricating people out of their "swamp"
- Effective coaching questions

Module 4: Maximizing Growth

- Four cornerstones of maximizing growth
- Coaching through change
- The coaching strategy wheel
- Developing coaching strategies to empower others
- Helping others to pursue results
- Developing your coaching contract to foster learning

Module 5: Developing Your Coaching Competencies

- The Essential Coach™ competency model
- Your Essential Coach™ self-assessment
- Your development plan as a coach

Linkage Training Programs are approved by the following organizations

