

€ TRAINING

Coaching and Mentoring



25 - 29 November 2024
Tbilisi (Georgia)



Coaching and Mentoring

REF: M2411 DATE: 25 - 29 November 2024 Venue: Tbilisi (Georgia) - Fee: 5830 Euro

Introduction:

This training program is designed to equip participants with essential coaching and mentoring skills, enabling them to develop others effectively while enhancing their own leadership capabilities. It empowers participants to foster talent, create supportive learning environments, and drive performance improvements through targeted coaching and mentoring practices.

Program Objectives:

At the end of this program, participants will be able to:

- Understand the fundamental principles and practices of coaching and mentoring.
- Develop personalized coaching plans that address individual needs and goals.
- Utilize effective communication techniques to facilitate coaching conversations.
- Foster a culture of continuous learning and development within their teams.
- Measure the impact of coaching and mentoring on team performance and engagement.

Targeted Audience:

- Team Leaders and Supervisors.
- Managers and Senior Leaders.
- HR Professionals and Talent Development Specialists.
- Coaches and Mentors seeking to enhance their skills.

Program Outline:

Unit 1:

Coaching and Mentoring Fundamentals:

- Defining coaching and mentoring: key differences and similarities.
- Understanding the roles and responsibilities of coaches and mentors.
- The importance of emotional intelligence in coaching and mentoring.

- Establishing trust and rapport with coachees and mentees.
- Developing a coaching and mentoring philosophy.

Unit 2:

Developing Effective Coaching Plans:

- Assessing individual strengths and areas for improvement.
- Setting SMART goals for coaching and mentoring relationships.
- Creating structured coaching sessions and agendas.
- Techniques for providing constructive feedback.
- Adapting coaching approaches to different learning styles.

Unit 3:

Communication Techniques for Coaching:

- The role of active listening in coaching and mentoring.
- Techniques for asking powerful questions.
- Encouraging self-reflection and insight in coachees.
- Managing difficult conversations and providing support.

Unit 4:

Fostering a Culture of Learning:

- Strategies for promoting a growth mindset within teams.
- Encouraging peer coaching and collaborative learning.
- Integrating coaching and mentoring into performance management.
- Creating opportunities for ongoing development and training.

Unit 5:

Measuring Impact and Success:

- Defining success in coaching and mentoring relationships.



- Tools and techniques for assessing progress and outcomes.
- The importance of gathering feedback from coachees and stakeholders.
- Evaluating the impact of coaching and mentoring on team performance.
- Continuous improvement: adapting practices based on evaluation results.