

Effective Leadership Coaching



**LEADERSHIP
ACADEMY**

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Introduction to Effective Leadership Coaching

LEARNING OBJECTIVES

Welcome to the Effective Leadership Coaching Workshop. Coaching is a powerful tool for managers to develop job skills and behaviors of staff. Over time, robust one-to-one coaching conversations develop rapport with staff that unleashes potential for accomplishing objectives that were not thought to be achievable.

During the course of this workshop, you will be learning skills for effective coaching that will be practiced and applied to situations you encounter back-on-the-job. At the end of this workshop, you will:

- Learn and apply the fundamental elements and skills for effective coaching:
 - A process for conducting coaching conversations
 - Assessing an individual's ability and motivation levels for specific tasks
 - Understanding you and your staff member's behavioral tendencies
 - Creating effective interpersonal relationships
 - Coaching skills for demonstrating effective advocacy, inquiry, listening and feedback
- Assess your coaching strengths and areas for improvement, and create an individual action plan for future development
- Practice coaching for specific situations that you encounter back-on-the-job
- Receive feedback on your coaching style from peer-coaches during the workshop

Record your personal learning objectives for coaching:

1) _____

2) _____

3) _____

Introduction to Effective Leadership Coaching

WHAT IS COACHING?

As it is with most leadership competencies, coaching sounds easy in concept but is very challenging to apply in today's global business world of rapid change, virtual staff, nonstop technological advances and employees who seek more meaning from their work. Reflect on someone you consider one of the best coaches you have had in a business or personal setting. Record some of the traits and behaviors your "best coach" exhibited:

- 1) _____

- 2) _____

- 3) _____

- 4) _____

- 5) _____

If one of your staff members attended this workshop, would he or she list you as their "best coach"?

Let's start the process of learning with a simple thought — effective coaches are simply focused on having an ongoing dialogue with staff, creating intimate one-on-one relationships that demonstrate understanding of needs and wants, issues and concerns, and provide support to achieving individual and company goals.