

# COACHING AND MENTORING SKILLS FOR MANAGERS AND EXECUTIVES

LEADERSHIP AND MANAGEMENT PORTFOLIO



**CROWN AGENTS**  
ACCELERATING SELF-SUFFICIENCY & PROSPERITY

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# COACHING AND MENTORING SKILLS FOR MANAGERS AND EXECUTIVES

## COURSE OUTLINE

Coaching and mentoring are now considered an integral part of successful leadership. More and more organisations are looking to establish a coaching culture within their organisation to improve learning and performance, make the most of their people's potentials and deliver sustainable results.

This highly interactive and hands-on programme will equip delegates with coaching and mentoring skills and behaviours that can be used to add real value in an organisation and develop staff's capabilities and potential.

Using practical exercises and case studies, delegates will gain clear insights into the complexities of coaching and mentoring and how they can be used to build more successful and productive individuals, teams and organisations.

There will be several opportunities for delegates to practice and deliver 1-2-1 coaching sessions and get constructive feedback on their performance to build confidence in a supportive environment.

**COURSE OBJECTIVES:** On completion, you will be able to:

- Understand why coaching and mentoring are key aspects of successful leadership and the difference between them
- Gain corporate buy-in for implementing a coaching culture and a personal development approach to staff improvement
- Use various approaches to deliver coaching to your team members, identifying tailored coaching styles that work for different individuals
- Identify the right mentors and put a mentoring structure in place
- Build lasting and trusting relationships with your team members
- Use communication skills more effectively

## KEY TOPICS

- Benefits of coaching and mentoring at all levels of the organisation
- Creating a coaching culture
- Coaching models and practices
- Identifying the right mentors and ensuring a valuable mentor/mentee relationship
- Structuring of successful coaching conversations
- Competencies of an effective coach or mentor
- Building relationships (trust - rapport - integrity)
- Effective and powerful communication techniques to deliver results

This is week two of **Emotional Intelligence, Coaching and Mentoring Toolkit**.

DURATION	FEE	DATE	VENUE
05 days	£2,650	24 - 28 June 2024	Washington D.C.
		16 - 20 December 2024	London

## "ON DEMAND" COURSES



In addition to the scheduled dates shown, we are flexible to schedule additional dates to our calendar in a location of your choice. To ensure we can explore adding an additional date, do aim to contact us with your request with a minimum of 4 months' notice to allow the course to be advertised.

## WE REWARD LOYALTY

We offer all our clients a '4+1' loyalty scheme. For every four delegates enrolled from an organisation in any calendar year, we will provide you with one additional place, free of charge.

**"It's wonderful, practical and I had the opportunity to network. I like how the course was introduced and different tools were used to facilitate the teaching process. The environment was great, lovely and friendly."**

EUGENE BORQUAYE, Assistant Operations Manager, Sunon Asogli Power, China.



## FEATURED TRAINER

### MARIA OLDER

Maria is a charismatic and solution-focused facilitator who designs and delivers innovative training that focuses on individuals' needs and their unique learning journey.

Through her extensive international experience, she has an in-depth appreciation of how to bring learning to life.

A highly inspirational leadership and development professional, Maria has over 30 years' experience of delivering pragmatic and practical training across North America, Canada, Europe, Africa and Asia. With a focus on the practical applications of training materials, her coaching style encourages delegates to drive and implement change at both the individual and organisational level.