Successfully Coaching & Mentoring Individuals and Teams

A structured skill development program for all managers, human resource supervisors and team leaders.

SEEC Moments of Insight include:

How to increase performance across the department by getting employees to take ownership through higher expectations.

Getting started on the right foot in one-to-one mentoring by establishing a contract and structuring the relationship.

Strategies to motivate individuals and teams to focus on learning and use skills that are aligned with core competencies.

June 15 - 16, 2017
November 20 - 21, 2017

Our Participants Say it Best:

“Great. This course allows me to know my leadership style as well as how others see me. Plenty sure will use what I learned from the course to apply to my day to day work.”

R. Lam, IT Manager, Canon Canada

“The course has truly helped me to see things from another perspective - something I didn’t necessarily think about before this”

E. Vig, Senior Account Manager, Free For All Marketing

“I would recommend this course for anyone engaged in management activities involving people.”

P. Shewrest, Vice President, Modern Niagara Group

“A course that was positively, intellectually, personally and professionally challenging. I would recommend this to all who do -or would like to- manage a team.”

S. Caldwell, Policy Lead, Ministry of Health and Long-Term Care

Register Today / Complete Details
http://seec.onlinel/11424
Successfully Coaching & Mentoring Individuals and Teams

Learn to apply leading edge coaching techniques to boost performance.

Exceptional organizations in both public and private sectors are staffed by outstanding people. These employees reach their highest potential when given the opportunity to excel by their coach. This workshop will provide you with a framework to effectively coach and mentor people in your department or other parts of your organization. The coaching and leadership skills you will acquire can be used every day. You will learn how to modify your coaching style to suit each employee and customize development plans to match to his/her learning styles.

Top Take-Aways

1. Conduct regular coaching sessions to improve the confidence and competence of your staff
2. Receive a complete set of tools to make coaching or mentoring effective
3. Receive 360° feedback on your strengths and adjustments needed to be an influential coach and team leader
4. Engage your staff in setting stretch goals and create customized development plans for team members
5. Why coaching and mentoring are two sought after management competencies today
6. How to bond with staff and still maintain a professional relationship
7. Help people learn more skills, more effectively, in less time and at lower cost
8. Deal with poor performers who don’t respond to best coaching practices

Who Should Attend

- Business managers and directors
- Public sector leaders
- Human resources managers and trainers
- Office managers and supervisors
- Operations, quality and manufacturing managers
- Technical managers and project leaders
- Employee development and team specialists
- Sales and customer service managers

Additional Course Materials

As part of the program, you will receive:
- A pragmatic workbook with a number of forms you can use to set-up a formal coaching and performance improvement program with staff
- A bonus copy of instructor Cy Charney’s book Just-In-Time Management

Overview of Learning

The Manager’s Changing Role in Training and Coaching

- The manager as a coach
- Balancing individual and corporate goals
- Defining the expectations of employees
- Seeing coaching as a core competency of leadership
- The “two-bucket” philosophy and practise of motivation

Coaching Styles for High Performance

- Alternative styles of coaching
- When to use each style: situational analysis
- Adjusting your style to suit the competence and maturity of your people
- The seven secrets of great coaches and how they apply every day
- Create “shining eyes” through employee engagement
- Relationship building opportunities
- The impact of giving everyone an “A”

Empowering Your Team to Innovate and Accomplish More

- Secrets of relationship building
- “Touching” employees appropriately
- Raising the bar by changing your expectations
- Creating ownership for performance improvements through goal setting
- How to set stretch goals
- Measuring performance using balanced KPIs
- Rewarding people for excellence: new approaches
- Confronting unacceptable performance

Get the whole picture.
Preview complete course content online.

Register for the upcoming session: June 15 - 16, 2017

Dates & Locations:
June 15 - 16, 2017
Miles S. Nadal Management Centre
November 20 - 21, 2017
Executive Learning Centre

Registration Fee:
$2,450 + applicable taxes

Registration Details:
- Tuition includes teaching materials, lunches and refreshments, but not accommodations
- A special corporate rate is available for participants at partner hotels
- Programs run from 9:00 a.m. to 4:30 p.m.
- Modules, speakers, topics, dates, fees, and locations are subject to change

More Questions? Get in Touch!
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or email execedinfo@schulich.yorku.ca

Designed to give leaders the tools to succeed in developing high-performing employees.