

Coaching Conversations - A Practical Toolkit



You don't need to be a professional coach to hold effective Coaching Conversations. Discover new ways of developing your team and bringing out their best.

As a manager or leader of a team, one of your most important roles is to develop your people and bring out their best. With effective coaching conversations you can help them make better decisions, solve problems that are holding them back, learn new skills, and otherwise progress their careers.

Some people are fortunate enough to get formal training in coaching or mentoring. However, many people have to develop this important skill themselves. This may sound daunting but by attending this half-day online workshop on *Coaching Conversations*, you can develop the confidence to be more successful in this skill.

Coaching conversations can help with:

- Improving leadership style, influencing others and managing upwards
- Understanding personal impact and self-awareness
- Managing performance
- Communications challenges
- Career development
- Managing time and stress

Coaching and Mentoring Conversations has been included as a module in over 50 in-person Challenge of Science Leadership courses since 2013. Martin Bloxham, the workshop facilitator is a successful professional coach with clients in academic, research and government organisations.

Learn how to hold effective coaching conversations by taking this 1/2 day online workshop with the Barefoot Thinking Company.

In this workshop you will get:

- A practical coaching conversations toolkit
- The space to hone your skills through peer group working

- Time to reflect on what you need to improve
- An action plan to move you forward

Recent feedback from 'Coaching Conversations' participants:

"Martin is an excellent training lead- really inclusive and motivating"

"The whole workshop was very useful, and I liked the half day format. There was a friendly atmosphere even though it was online. I liked the small group, which contributed a friendly, more relaxed atmosphere"

"The workshop will help improve communications, and help me to develop my own skills and encourage others to help develop theirs"

"I have a clearer understanding of when to be silent and when to ask questions. Overall the workshop gave me a better understanding of coaching (as opposed to being coached!)"

The workshop will enable you to:

1. Understand the power of using a coaching style when supporting others
2. Learn and apply coaching tools in a safe environment
3. Practice coaching conversations with other science professionals
4. Develop a plan about how to apply the skills in the workplace with an opportunity to reflect with your peers on your delivery

Outline Agenda

- 9:30 Introduction to Coaching Conversations
- 9:40 Great Outcomes – an opportunity to introduce yourself and reflect on what would be a great outcome of the workshop for you
- 10:00 Coaching Principles – Short presentation on that coaching is (and isn't)
- 10:10 The Development Wheel – A coaching tool for planning action, clarifying long term goals, and identifying what success might look like.
- 10:40 The power of open and closed questions
- 10:50 Active listening and the use of silence
- 11:10 BREAK
- 11:20 The Grow Model - A simple framework for goal setting and problem solving
- 11:35 Effective guidelines for coaching conversations
- 11:50 Coaching and Mentoring Practice – working in triads
- 12:35 Individual and Group reflection – whole group sharing
- 12:45 Action Planning – your next steps
- 13:00 End

Fees & Registration

Workshop fees are £125 + VAT / £75 + VAT Earlybird (until 31 July)

For more information: www.barefoot-thinking.com

The workshop booking page: www.barefoot-thinking.com/booking, or

Email: info@barefoot-thinking.com