

## MENTORING AND COACHING – 1 Day

This course provides participants with an overview of the skills and knowledge they will need to provide effective mentoring and coaching for their team. Mentoring and coaching provide continuous learning and development for team members enabling them to meet current and future workplace needs through practical guidance, support and professional advice.

### COURSE AGENDA

- Understanding the difference between coaching and mentoring
- The importance of learning styles and how they impact on coaching and mentoring approaches
- GROW coaching: a leadership approach to coaching designed to provide team members with the necessary confidence to make decisions and take action
- Understanding the role of a mentor and how to approach mentoring in an effective and meaningful way
- Identify the benefits of building and fostering trust with employees
- Discuss strategies to maintain trust
- Identify and overcome common obstacles that are holding employees back
- Workshop practical scenarios to apply learnings

### COURSE DETAILS

Delivery duration	1 day course.
Delivery style	Face-to-face workshop facilitated by an Accrete team member including: presentation, facilitated discussion and practical activities.
Location	Venue to be provided by the client.
Cost	\$2,640 per day, regardless of participant numbers. Course materials are provided by Accrete at a cost of \$25 per participant.
Participant numbers	Maximum: 25
Tailored option	Yes. Please contact us to speak with a facilitator. To provide a tailored course we will generally meet with you to discuss your needs, the specific outcomes you are seeking, and to identify any relevant policies or procedures that should be referred to during the workshop.  Tailoring of workshops incurs a development cost. Our facilitators will be able to provide you with a quote for these costs once the range of required tailoring has been determined.

November, 2018