



# Coaching Course

2 + 2 + 2 days

Themes of modules I-III

Contents of modules I-III

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# Coaching Course: Themes of I-III Modules

1. The concept of Coaching, preconditions of coaching, self-knowledge and self-control, motivation and influencing it, empathy and listening, manager as a gardener of human potential growth, autonomy development and management style of a manager, roles of process- and substance consultant in coaching
2. The meaning of goals in coaching, ways to give feedback, management of own resources and preventing burnout, supervising participants' own cases
3. Particular coaching situations: individual and group coaching, coaching in performance management and change management. Supervision, small group consultation and role training related to participants' own coaching cases.

# Coaching Course I Module Program



## 1st Day

- Learning and coaching
- Guidelines for the coaching course
- Individual coaching objectives
- Self-knowledge and self-control
- Flow
- Motivation, needs, diversity
- Empathy, listening, understanding

## 2nd Day

- Roles of a manager and coaching possibilities
- Solving problems or teaching to solve them
- Intermediary exercise

# Coaching Course II Module Program



## 1st Day

- Repetition is the mother of all skills
- Prerequisites of coaching
- Target setting
- Giving feedback
- Difficult feedback situations
- Creating a good feedback culture in a team

## 2nd Day

- At full speed until the end – orientation for the last course day
- Coaching tools
- Problem situations and coaching
- Supervision in a large group, small group consultation and role training related to participants' own coaching cases.
- Management of own resources and preventing burnout

# Coaching Course III Module Program



## 1st Day

- Difference between individual and group coaching
- Appraisal as a means of management, influencing and encouragement: individual and group appraisal
- Coaching an individual and a group in change situations
- Supervision in a large group, small group consultation and role training related to participants' own coaching cases

## 2nd Day

- At full speed until the end – orientation for the last course day
- Supervision in a large group, small group consultation and role training related to participants' own coaching cases.
- Personal plans for developing one's own coaching style

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