

Business Lincolnshire Growth Hub

2025 Autumn series workshops

Coaching Skills for Managers 1 Day – 19th November 2025

Coaching, mentoring and developing staff is an essential skill for the modern manager. The goal is to create self-sufficient individuals and teams that are both, high performing and that contribute without direct supervision. As business becomes more complex and competitive, getting the best out of well trained and highly motivated people is vital.

Course Overview

This Coaching Skills course is designed to give managers and staff at all levels the opportunity to practice the necessary skills to coach, mentor and train staff to enable better performance.

We also look at creating SMART goals (specific, measurable, agreed, realistic and time-bound) and the use of tools such as personal development plans, competency frameworks and techniques such as the GROW model (goal, reality, options and way forward) used as a framework to effectively coach staff.

Coaches and mentors also require personal skills and attributes to be effective. These include active listening skills, questioning techniques and the ability to build an effective relationship with the subject. The role of the coach or mentor is not only to impart knowledge and experience, but also to build confidence and provide effective feedback. With this in mind, the workshop explains the concept of learning styles and how adults can prefer different ways of receiving and processing information.

What You Will Learn

- Appropriate models of coaching, training and mentoring techniques
- How to identify developmental needs within the individual members of staff and to assess competency.
- How to develop an understanding of the staff's perception of their job
- Better 'one to one' communication skills and the concept of learning styles and preferences
- How to get better performance from your staff and how to use coaching to support the appraisal process
- How to help your staff to solve their own problems and improve their self-worth and confidence
- How to develop your personal skills as a coach and mentor.

Who Should Attend

Managers with subordinates that would benefit from guidance through coaching rather than from direct supervision, or for other staff developing their skills as a designated coach or mentor.



Funded by
UK Government

Booking:

The workshop is fully funded by Business Lincolnshire Growth Hub and open to any business resident in Lincolnshire and meeting the criteria for an SME enterprise. Maximum of 2 delegates per business.

To book your place email mike@cmbd.org.uk or call 07733 107238.