

What's In It For Me

Building employee commitment plays a significant role in achieving higher performance and organizational effectiveness. Key to developing this commitment is the skills of effective coaching and mentoring. Superior Coaching and Mentoring skills is one leadership trait that managers and supervisors could use to establish the propensity for better teamwork. This workshop looks at the challenges leaders of the 21st century face in managing a productive team and relating to his or her co-workers. Ultimately, this workshop is designed to bring out the best in you to become a successful leader - one who achieves organisational goals within a framework of strong positive team leadership.

The Competent Coach[®]

Coaching and Mentoring Skills for Managers & Supervisors
Interactive roleplays with video review, group discussions & case studies.

WORKSHOP LEADER: Kelvin Ong, MSc, DTM is the First District Governor of the Pan-Southeast Asia Toastmasters District. Kelvin holds a Master of Science degree in Training with the University of Leicester, UK. He is a certified workshop facilitator of Personal Dynamics Institute (USA). He was also a certified facilitator for 7 Habits of Highly Effective People when he was the Training Manager of the NUH. Kelvin specialises in workplace learning & performance and is a freelance trainer with NUS, SIM, SHRI and several other institutions. Kelvin is also a founder member of MENSA Singapore and co-author of the book "From Dream to Reality".

REGISTRATION FORM

A copy of Registration Form is printed overleaf. If you receive this flyer by electronic means, please contact us for a 'softcopy' or fax copy of the form.

WORKSHOP CONTENT

What is Superior Coaching?

- Elements of Superior Coaching
- Coaching as a Change Agent
- Coaching for Peak Performance
- Feedforward Feedback
- Empathic Listening

Communication Skills for an Effective Coach

- Common obstacles in Communication
- Written vs Oral Communication
- Communing for Results

Mentoring

- Principles of Adult Learning
- The Superior Mentoring Model
- Role of a Mentor for Managers and Supervisors

