



Motivation & Coaching

A 1 day programme



...the stuff that learning is made of



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A 1-day programme

Overview

This 1-day Motivation & Coaching programme looks specifically at how to get the best from other people, whether individually or as a team. The programme content is set in the context of the participant being promoted from within a team and explores the issues of this in relation to motivation.

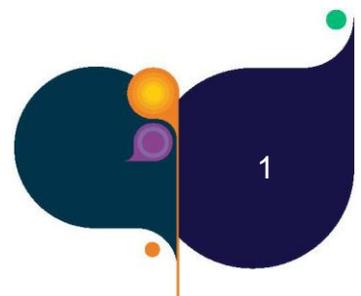
Belbin Team Roles inventory is used to enable participants to appreciate the different contributions, which are made to a team effort and how to utilise this to achieve the best results. The focus is very much on what can practically be implemented; theories are kept to a minimum.

Who Should Attend?

This programme is suitable for those managers and team leaders who are responsible for getting the best from other people. No previous management skills development is necessary.

By the end of the programme participants will:

- Have an understanding of what makes people feel good at work
- Know how to create a motivational environment
- Know how to use Belbin's Team Roles to understand team capabilities
- Understand what are the ingredients for a high performing team
- Have learned how to motivate individuals and build strong team morale
- Appreciate how to identify the contribution that individuals bring to the team
- Have learned how to coach and support others in improving performance
- Know how to achieve maximum team performance
- Have developed action plans to transfer the learning to get improved results in the workplace





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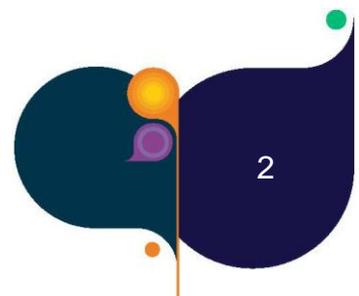
Programme Content

- Welcome, introductions and programme objectives
- Appreciating the theories around what motivates people
- Exploring how individual motivators impact on work situations
- Using Belbin's Team Roles to understand the contribution that each member could make to the team
- Establishing your own preferred contribution and how to use this to add value to any team of which you are part
- The components of performance achievement
- Understanding and using SMART objectives
- Exploring the ingredients of a successful team
- Exploring and applying Bruce Tuckman's team development principles
- Developing the characteristics of a high performing team
- Evaluating team performance
- Practicing applying the skills and knowledge in teams
- Giving and receiving feedback in different situations
- The techniques of performance coaching
- Using the GROW model to help others achieve their performance goals
- Coaching teams and individuals
- Practical coaching sessions
- Developing and sharing personal action plans

Programme Style

The style of this one day programme is to engage and to build knowledge and skills with minimal lecture and maximum interaction. We aim to leave people feeling inspired and to make a real difference to your organisation. Activities include:

- Input, guidance and facilitation by the trainer
- Belbin Interplace
- Models and techniques
- Group discussion and sharing of experiences
- Individual and group exercises
- Observation of activities and feedback





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Important Stuff

Firstly, we're flexible!

We pride ourselves on being able to tailor our approach to different clients, colleagues and situations. Not in a fickle, chameleon kind of way, just in a way that ensures the best results for all the unique people and organisations we work with. If you have any special requests then let us know and we'll explore all your options with you.

The Whens

The recommended duration for this programme is 1 day and availability depending, it can be delivered on a date of your choice. Timings are to suit, usually with a morning and afternoon tea break and lunch in the middle.

The Wheres

We come to you to save delegates travelling to us. When you've decided where the training will be held, all you need to do is let us know the address.

The Whos

Your project manager will hand-pick a training specialist from the team to make sure that their style, approach and industry knowledge is matched with both your organisation and the delegate audience. Each programme can accommodate 4-15 delegates. If your group is smaller or larger, then just ask for details of one-to-one coaching or large learning events.

The Whats

All delegates receive everything they need for the training on the day, including workbooks, handouts, props and pens. They can also receive a personalised certificate of attendance in a presentation wallet, which will be issued following the programme.



And we've saved the best until last...

Unfortunately we can't perch on the shoulders of delegates and coach them through the weeks that follow their training. But through MyTrack membership, we can equip them with the tools to help make sure the learning is transferred to their day-to-day roles.

Benefits include:

- Access to their trainer to ask questions, share successes or discuss challenges
- Downloadable programme materials
- Further reading
- No 'use by date'

