



COACHING SKILLS FOR MANAGERS AND EXECUTIVES

Taking
Coaching Skills
to new heights



Four easy ways to register:

Phone: +1-706-542-3537 or

800-811-6640 (toll free in the USA)

Fax: +1-706-542-7537

Email: questions@georgiacenter.uga.edu

What You Will Learn

- A consistent, common way to deliver clear expectations
- Proven methods for creating a coaching environment
- Effective communication, higher morale at every level
- Constructive accountability that makes teams thrive

Program Benefits

This is a course packed with concepts that can be immediately translated into action — tips and techniques a coaching leader can use every day. **Coaching Skills for Managers and Executives** reveals the secrets of building employee engagement, including:

- “The Leader’s Role as a Coach” — managing growth and change, proven paths to peak performance, setting up “coaching moments” and meetings, focusing on business behavior, and creating your coaching toolbox
- “A Culture of Communication” — delivering and living out expectations, sorting through symptoms and opportunities, and personalizing the coaching process.

When leaders deliver clear expectations, engagement and productivity soar.

Coaching Skills for Managers and Executives reveals how you will make accountability a positive force in the workplace, supporting your succession plan in the process. *All details are subject to change without notice.*

This program covers principles of modern business coaching:

The Leader’s Role as a Coach

- Creating higher levels of effectiveness
- Learning proven paths to peak performance
- Setting up “coaching moments” and meetings

The Sherpa Stance

- Focusing on business behavior
- Utilizing your personal “toolbox” inventory

A Culture of Communication

- Delivering and living out expectations
- Sorting through symptoms and opportunities
- Determining direction for the client/employee

Accountability House

- Selecting a path and resources
- Learning responsibility as a positive factor

Personalizing the Process

- Coaching styles
- Creating action plans

For more information about the *Coaching Skills for Managers and Executives*, contact questions@georgiacenter.uga.edu or dial +1-706-542-3537.



The University of Georgia
Center for Continuing Education