



Coach-Plus Management Programs

RESULTS THROUGH PEOPLE

Helping New Managers build their Management Skills

- **Identify the management skills you most need to develop** (*develop a really clear understanding of yourself and the demands of management*)
- **Focus on specific skill building, tailored to your work needs and situation** (*don't waste time and effort in working on areas that aren't really that important for you*)
- **Using a combination of training and coaching, we help you develop targeted skills** (*research shows training alone has only a quarter the impact of training plus coaching*)
- **Confidential, supportive and flexible telephone based coaching at times to suit you**
- **Coaching conducted by experienced workplace coaching psychologists**
- **Options of two, three or four 50 minute telephone coaching sessions (see over)**

Once you make a decision on your management development – what you need to do and how to practice it at work - you will feel better, think more clearly and manage others more effectively. Putting this decision off creates a cycle of uncertainty, doubts about your skills or what you should be doing, and increases your levels of stress. We help you become clear on what you need to develop and support you in practicing these skills. Your work will become clearer, easier, more manageable and more rewarding. You will be more productive and effective.

Comments from people who have completed the Coach-Plus program:

‘Very pleased with the tools and strategies provided over a short period of time’

‘Thank you for these sessions, they have been really helpful at a time when I needed them’

‘Best training I have ever done’

‘The most successful leaders that I have had the pleasure to work with or observe, have a profound understanding of themselves, and of the motivations of people around them’

Coach-Plus Managing Others

This 2-3 month program is designed to help new managers develop their skills as managers. The emphasis is on practical skills, with a focus on people management. These skills will lift the managers and their team's productivity, and increase staff retention.

- A management guide-book, which is a succinct manual of management skills, is provided as part of the program. This guidebook is a workbook for the new managers to use regularly to help them in their management development.
- Assisted by their coach, managers choose to develop targeted management skills that are immediately relevant to their current work. This combination of training and coaching has been shown to be nearly four times as effective as training alone. In fact, one of our participants called it "the best training I have ever done"

This program has four x 50 minute telephone coaching sessions

COST: \$1320 + GST

Management skills start with self management, and we also offer introduction to management programs for people who are not yet in management roles, but who would gain value from learning some management skills.

These programs are:

Coach-Plus Managing Relationships

This 6-8 week program is designed to help people develop their skills in relating to other workmates. It is also an introduction to managing people.

The emphasis is on managing relationships and communicating effectively. These skills will develop the participants confidence and effectiveness.

- Working with your coach, you will target ways to develop the specific workplace skills immediately relevant in your current work situation.
- We email specific learning and development materials with a focus on managing relationships – strategies, techniques and tips on changing a behaviour or acquiring/practicing a new skill.
- We help you develop action plans to practice the new behaviours and also help you with your own ongoing action plan.

This program has three x 50 minute telephone coaching sessions.

COST: \$990 + GST

Coach-Plus Managing Self

We help you identify self-management skills and behaviours that will help you in being more effective at work and away from work.

- The first structured coaching session will explore your needs and your coach will help you design a customised development action plan using the 70:20:10 rule. (70% practicing on the job; 20% coaching/mentoring; 10% formal training) This plan will be based on the critical needs you identified.
- You will be emailed supporting training materials.

It results in a structured plan that identifies what and how you can develop in your current role and/or future roles.

This program has two x 50 minute telephone coaching sessions.

COST: \$750 + GST