Coaching Skills for Leaders

HR EAME, Dr. Andrea Beddies, January 2014

COACHING
A LEADERSHIP TOOL

Symrise's success is essentially based on the Innovation and Learning ability of the company and its employees.

In this regard the leaders of the company play a key role as a coach and mentor for their staff.

Coaching is a structured individual learning process to further develop the competencies of an employee. It is based on clear goal setting and at the end of the coaching completes with a review of the achieved learning.

COACHING TRAINING
OVERVIEW

Target:
Further development of the leadership competencies of the company, structured impartation of coaching skills

Target group:
8 leaders, Director-level and above

Training:
3 modules and follow-up over a time period of 18 months

Dates: 29/30 April; 17/18 June; 7 / 8 Oct. 2014

Price: Around 1.800 € / participant

Conducted by:
Andrea Beddies and Michael Kramer (Coach working for companies such as VW and Lufthansa)

MODULE 1
MY ROLE AND COMPETENCIES AS A COACH

Goal: Clarify the role of a coach, understand the coaching process, understand which specific coaching skills you would like to develop

- Training overview, your expectations, seminar rules, learning fields (facts, methods, experience) in the seminar

- My learning goals for the training course

- What is coaching: Coaching goals, coaching & leadership and the differences, coaching and „helping"

- The coaching attitude:

    - Appreciation, respect, resource-orientation, empathy and perception, perspective change

    - Neutrality, objectivity and „temptations"

- The coaching process: The coaching contract, how does the learning process work

- My own benefit as a coach

- Homework

- Coaching session with one of the trainers in between module 1 and 2

MODULE 2
COACHING TOOLS

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Goal: To know and being able to use the essential coaching tools

- Input from the „homework" and outcome

- Reflection of the coaching session and learnings

- Self-perception, outside-perception, my image: My „language", my values, my leadership identity, my expectations towards others, my strengths, my development areas

- Usage of the following coaching tools in practical training sessions to clarify the obove mentioned issues:

  - Good questions, empathy, constructive feedback

  - Conflict and confrontation

  - Developing visions, helicopter perspective / bird*s eye view

  - Problem- / situation analysis- & problem solving techniques

  - Visualisation and other tools to structure a coaching case

- Peer coaching session in between module 2 and 3

MODUL 3
COACHING AND CONTEXT

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Goal: To understand the coaching process in the context of the company

- Evaluation of your own coaching experience in the peer coaching sessions, learning outcome

- Practicing of coaching tools in training sessions, using own examples, feedback and reflection

- How to deal with resistance, to turn it around and make it productive

- How to deal with emotions like anger, hurting somebody*s feelings, disappointment

- Working with the „system" (the company): The coaching process in the company context, influence and success factors, structures and company processes

- Completion of a coaching, feedback to the „customer / client"

- Own learning contract for the future

- Follow up: One team coaching session after 4 and after 8 months, colleague feedback

OUR
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VISION

SUSTAINABILITY

SUSTAINABILITY

GROWTH

EFFICIENCY

PORTFOLIO

SUSTAINABILITY

SUSTAINABILITY

VALUES

Growth, Efficiency & Portfolio:

Without efficient leadership, training and coaching no company success

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SEITE 7

**WE DO NOT REMEMBER DAYS
WE REMEMBER MOMENTS**

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moments
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