

Mentor and Coaching learners in the workplace

Course outcome

This workshop will aid Mentors / coaches to become familiar with the Foundational skills required to coach individual.

Learning outcomes

Module 1: Understanding & Contextualising Skills Development

Explain rationale of Skills Development.
Identify and explain Learnerships / Skills Programmes.
Identify and explain integrated approach to learning.

Module 2: Learning Styles

Understand different learning styles
Identify and understand your own learning style
Explore the strengths and weakness of different learning styles
Identify coaching methods in relation to learning styles.

Module 3: Performance Management

Define Performance management & it's concepts
Identify key organisational performance management requirements.
Identify and implement the requirements for effective performance management.
Reflect on key conversational skills required.

Module 4: Coaching Skills and Climate

Define Coaching
Identify and implement the key foundational skills needed to coach effectively.
Identify and implement the required climate for effective coaching.
Develop a coaching plan

Module 5: Coaching in a Skills Development Context

Define a coaching plan.
Identify and understand coaching for skills development.
Support learners for the gathering of evidence for Workplace Assignments.

	<p>Module 6: Making it Work</p> <p>Define your Personal Development Plan Customise a toolkit for your organization based on example/s provided.</p>
Aligned to unit standard	<p>Unit Standard:</p> <p>117864,117877,117874,117865, 12544,123398[17 credits]</p> <p>In the process of learning evaluation for accreditation with the ETDP SETA</p>
Target audience	<p>Individuals, Team Leaders, Supervisors or Line Management who have been identified to fulfil the role of Coach or Mentor within the Workplace.</p>
Course duration	<p>4 days</p>
Training medium/media	<p>Interactive workshop, including a Learner Workbook supported by an Assessment Pack.</p> <p>The assessment pack includes;</p> <ul style="list-style-type: none"> Formative and Summative assessments and Workplace assignments
Pre-requisite learning	<p>None</p>