

PRACTICING COACHING COUNSELING & MENTORING IN THE FRAMEWORK OF PERFORMANCE MANAGEMENT SYSTEM (PMS)



INTRODUCTION

Coaching and counseling are two important aspects in the role of managers and trainers. They are two distinct and different aspects of 'helping' people grow and develop. In the context of work, coaching and counseling will help people perform their work more effectively and efficiently. They will also help people live more fruitful and satisfying lives in the context of home and community.

The workshop will focus on workplace coaching and counseling and will also cover aspects on mentoring in an organization.

OBJECTIVES

Participants will be able to:

- Recognise where a coaching and counselling stance may be appropriate
- Conduct coaching and counselling discussions in both a supportive and non-directive manner
- Recognise situations where either work or non-work difficulties or problems are hindering full utilisation and development of an individual's talents
- Recognise situations where advice from a specialist would be needed
- Recognise the importance of mentoring in an organisation

WHO SHOULD ATTEND?

Training managers, officers, and executives who are currently and/or may be involved in staff counselling in the future.

COURSE OUTLINE

- Introduction to Performance Management Cycle.
- Issues Relating to Coaching & Feedback in Performance Management
- Issues Relating to Feedback Technique

- Issues Relating to Role Play Giving Feedback/Coaching
- Issues on Counselling



If you have any enquiries, please contact
+60 (3) 56213630 or
email: info@comfori.com

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