

# Developing and Coaching Others

## The KEY to Changing Behavior and Improving Performance

Despite slogans that tell employees that they “are responsible for their own growth and development,” the reality is clear – without motivation, support, and coaching from managers, employees have a difficult time developing their talents on their own.

Research shows that the support and effective involvement of managers is the single most important factor in determining whether what an employee learns in a classroom transfers into behavior change on-the-job. Managers who are effectively involved in the growth and development of their employees make behavior change happen. It takes *managers* who

- ♣ Continuously support and **coach** the development of their employees,
- ♣ Positively impact learners **before**, **during** and **after** each element in a learning process,
- ♣ Effectively handle “**coaching moments**” so that employees teach themselves.

Experience suggests, however, that many organizations do not require or equip managers to coach and develop their employees. Thus a lot of time, money, and resources invested in training and developing employees too often results in little to no behavioral change or performance improvement. That's why we created *Developing and Coaching Others*.

### Impact

With *Developing and Coaching Others* your leaders will be able to:

*Increase the skill and capability of every member of their team.*

*Effectively handle coaching moments so that individuals make learning decisions themselves.*

*Maximize the on-the-job behavior change that results from a training and development intervention.*

*Develop a work environment of growth and development.*

### Course Description

*Developing and Coaching Others* is about how managers can effectively and successfully develop and coach their team members to become better and more consistent performers. The program will help your managers learn the specifics of how they can effectively impact the learning process and coaching moments of their teams to make the difference. [This 4-hour program is designed for 9-18 participants.](#)

#### What makes Developing and Coaching Others Different?

*Developing and Coaching Others* was developed to meet two objectives.

1. To provide managers with skills and strategies to guide their people through a learning process, with specific tactics to help them “before,” “during,” and “after” training to ensure that behavior change is achieved.
2. To provide managers with a “coaching moments” model to help their teams gain understanding and insight about their actions in a way that supports self-awareness with opportunities to learn and improve.

## Course Materials

### **Facilitator Guide**

- *Complete instructions on how to conduct the workshop.*
- *Explanatory text for the trainer, sample trainer narrative, transcripts of video segments and facilitation notes.*
- *Facilitator Resource CD-ROM containing PowerPoint presentation, additional resources, interactive forms, and reproducible pages from the facilitator guide.*

### **Participant Workbook**

- *Exercises, forms, and skill practice aids.*
- *Job Aids section with tools and resources for applying the skills learned in the workshop.*
- *Memory Jogger Card providing a handy reminder of the workshop's skill points.*

### **Video**

- *Video scenario displaying traditional and positive uses of the skills discussed in the program.*

## About Vital Learning

Vital Learning's award winning programs have successfully helped organizations develop supervisors, leaders and front-line managers for over 20 years. We offer the most comprehensive and practical curriculum for building the management skill set required by 21<sup>st</sup> century managers.

Our customers tell us that our training really works because it enables the changes in management behavior that drive improved business results. Let Vital Learning help you take the first step toward creating successful managers and more productive and profitable teams.

Participants in the ***Developing and Coaching Other's*** program have also benefited from these other Vital Learning Programs:

- *Essential Skills of Communicating \**
- *Essential Skills of Leadership \**
- *Developing Performance Goals and Standards \**
- *Performance Assessment \**
- *Coaching Job Skills \**
- *Improving Work Habits \**
- *Effective Discipline \**

\* Available in classroom, online, and blended solutions.