

# Coaching Others

## It's About Them

- Help the person change in the way **they** want
- Support them at every level as they grow
- Coaching is not training, mentoring or counseling
- Unlock their potential so they can maximize their performance

### Discuss:

- Share a time you were a coach to someone.

## Know Your Style

- Democratic coach: steps in only when needed
- Holistic coach: shines a light on both + and -
- Vision coach: partners in a direction and goals
- Authoritarian coach: is an expert who “tells” (also called autocratic)

### Discuss:

- Which style is your “natural” preference?

## Give Honestly

- Give feedback that is honest but kind
- Make time for the person generously
- Manage both time and conversation
- Be clear on the nature of the relationship and how long it will last

### Discuss:

- How can you be both kind and honest?



# Closing: Coaching Others

**“Nothing is IMPOSSIBLE  
the word itself says  
I’M POSSIBLE.”**

-Audrey Hepburn



# Resources: *title*

## LinkedIn Learning

- Coaching New Managers (~ 3 min) <https://www.linkedin.com/learning/coaching-new-managers/launch-wrap-new-manager-coaching?u=50844473>
- Coaching Others (~ 4 min) <https://www.linkedin.com/learning/administrative-professional-tips/coaching-others-2?u=50844473>
- Effective Coaching (~ 4 min) <https://www.linkedin.com/learning/quality-standards-in-customer-service-4/effective-coaching?u=50844473>
- Effective Coaching in Difficult Situations Course (~ 50 min) <https://www.linkedin.com/learning/coaching-employees-through-difficult-situations/welcome?u=50844473>

## Online Sources

- What is Coaching <https://internationalcoachingcommunity.com/what-is-coaching/>
- What are Coaching Styles and How do They Work <https://www.thesuccessfactory.co.uk/blog/coaching-styles-and-how-they-work>
- 15 Qualities of a Good Coach in the Workplace <https://www.csp.com/15-qualities-of-a-good-coach-in-the-workplace/#.YJGi8ucpCUk>



# More Resources: *title*

## More Online Sources

- The Key to Effective Coaching <https://www.forbes.com/2010/04/28/coaching-talent-development-leadership-managing-ccl.html?sh=15e57f6f38e0>
- Coaching in the Workplace Examples and Benefits <https://wavelength.asana.com/coaching-workplace-why-examples/>
- What it Takes to Coach Your People <https://www.ccl.org/articles/leading-effectively-articles/what-it-takes-to-coach-your-people/>
- 7 Tips for Coaching Employees to Improve Performance <https://www.bizlibrary.com/blog/leadership/7-coaching-tips-managers-leaders/>

## JMU Talent Development Resource Collection Books

- *10 Steps of Successful Coaching* ©2009 by Sophie Oberstein
- *Action Coaching* ©1999 by David Dotlich and Peter Cairo
- *Coaching for Improved Work Performance* ©2000 by Ferdinand Fournies
- *Emotional Intelligence In Action: Training and Coaching Activities for Leaders and Managers* ©2012 by Marcia M. Hughes
- *Coaching Training* ©2015 by Lisa Haneberg
- *Helping People Change: Coaching with Compassion for Lifelong Learning and Growth* ©2019 by Richard Boyatzis, Melvin Smith, and Ellen Van Oosten

