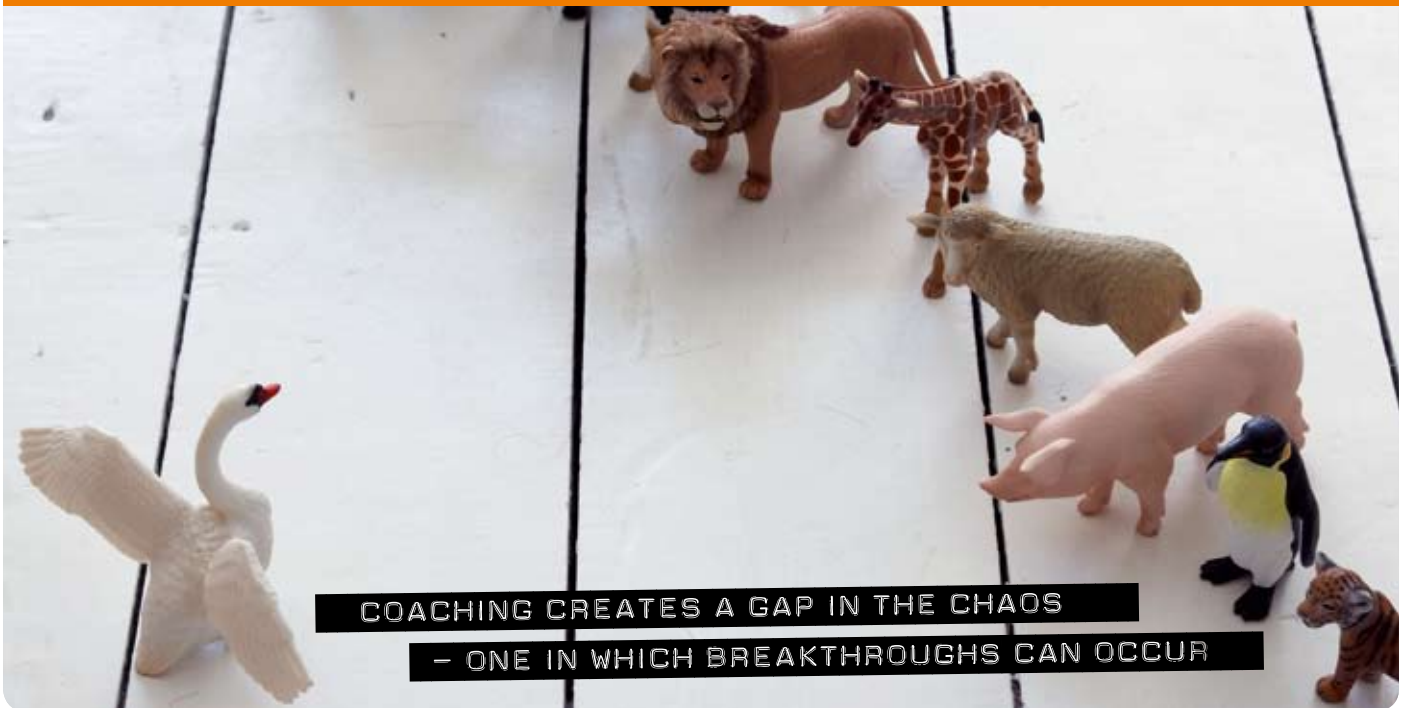


Reed Learning Coaching



WHY COACH?

- Coaching focuses on improving performance. It can help employees to build on their strengths and work on the issues that are blocking their potential
- Coaching can help leaders and managers to understand and enhance working relationships, thus creating a cascading improvement in performance down to the teams they manage
- Coaching can help leaders work on the strategic issues facing their organisations and help shift an organisational culture in times of change
- Coaching can help improve employee motivation and engagement when the organisation may be going through a difficult time and is increasingly becoming a key recruitment and retention tool for top executives

WHY REED LEARNING?

Whether you want to be coached or become a coach, Reed Learning can help:

- We offer a wide range of coaching programmes including face-to-face or telephone coaching, one-to-one or group sessions, technical skills coaching, and executive level programmes
- With access to one of the largest professional coaching pools in the UK we can match your needs precisely
- Our experience in learning and development consultancy will ensure that we find the best solution for your requirements
- We have a proven track record of developing coaches within organisations, with over 15 years' experience teaching groups and individuals the skills to understand, motivate and get the best from their employees

☎ 0800 132 448

✉ MORE.INFO@REEDLEARNING.CO.UK

🌐 WWW.REEDLEARNING.CO.UK

COACHING PROGRAMMES ACCREDITED BY:



Reed Learning Coaching

WHAT KIND OF COACHING IS AVAILABLE?

We can help provide practically any type of coaching you may need. Our expert learning consultants will help you work towards the best solution for your coaching requirements, and with access to one of the largest pool of coaches in the UK we can match your needs, personality and organisational culture.

Coaching can take any number of forms depending on your requirements, budget and time constraints – from ‘drop-in’ style sessions, lasting as little as 10-15 minutes, to nine month executive coaching programmes.

Below are some examples of coaching we can provide:

- **One-to-one behavioural coaching** – Personal coaching is an effective way to induce long-term behavioural change. We can offer tailored solutions to suit your individual requirements. A typical programme will involve six coaching sessions spread over a 6-9 month period, with each session lasting about two hours, conducted either face-to-face or by phone. **We can also offer executive-level coaching programmes.**
- **Skills coaching** – Let our experts boost your technical expertise, knowledge and skills using coaching techniques. Popular topics include Microsoft Excel, presentation skills, and voice coaching. Sessions tend to run for half a day, though more extensive programmes are available.
- **Drop-in sessions** – Let the whole organisation benefit from the coaching experience. By allowing individuals to ‘drop-in’ for time periods that suit them, more of the organisation can gain the benefits of one-to-one coaching at a fraction of the cost.
- **Group coaching** – Experience shows us that group coaching for certain kinds of learning is much more effective than traditional training. Typically it offers participants the opportunity to try out scenarios, give and receive peer and facilitator feedback on what worked well and less well in the example, and to try another approach. What we are doing, in essence, is holding up a mirror in order to raise participants’ self-awareness.
- **The manager as a coach** – Equipping managers with coaching skills is becoming increasingly popular. Recent CIPD research shows that 63% of organisations are engaged in some form of coaching. We offer two levels of coaching programmes (see below), which run regularly at our London training venue for individuals from any organisation. We are also experienced in offering tailored in-house solutions.

Coaching foundation – 2-day course

Accredited by the European Coaching Institute

Coaching for performance – 2-day course

Gain the Level 5 Award in Management, Coaching and Mentoring from the Chartered Management Institute

COSTS

One-to-one coaching

Face-to-face programmes are available from as little as £500 per session, or from £250 per hour.

Telephone and group sessions are also available. Please call for a quote.

MAKE THE MOST OF YOUR COACHING:



“Coaching focuses on what we need to do in the present in order to have the kind of future we want.”

Andy Collett, Lead Coach

5 ways to get the most from your session:

- 1 Define the business strategy and identify critical issues facing your organisation
- 2 Match your coaching programme to the business goals valued most by the leaders in your organisation
- 3 Agree hard and soft metrics, including desired results, objectives and measures of success. These metrics may include financial growth
- 4 Build an evaluation methodology into the coaching process from the start, and integrate it with existing business functions. This will add clarity to your objectives
- 5 Manage the expectations of all stakeholders involved in the coaching process

Case study

COACHING HELPS SENIOR MANAGERS GET BACK TO BASICS AT PREMIUM CREDIT



In December 2008 two senior directors from Premium Credit took part in a joint coaching programme with Don Moore, one of Reed Learning’s executive coaches. The session helped them re-focus on the most important, profitable and fundamental

elements of their business, and has driven some important changes through the organisation.

“The coach was flexible, experienced and gave us the building blocks to drive the direction of the session while supporting our ideas and setting structure and objectives along the way. In the time since the session I’ve actually made some quite radical changes. The coaching has been valuable in helping me review the basics and look at what I’m doing with fresh eyes.” **Managing Director, HTC**

“What worked particularly well from my perspective was attending a joint coaching session with a colleague at a similar level in the organisation. Now, six months down the line, I’m satisfied that the coaching session has made a positive difference.”

Managing Director, DDMS