



WorkLifePsych

Build and develop your coaching skills with WorkLifePsych





Introduction

Coaching can be a powerful development tool for team leaders, managers and leaders. With all the benefits coaching can offer, it's key that workplace coaches are trained appropriately in the coaching methods that actually work.



At WorkLifePsych, we've created a suite of coaching skills training courses that can take you from your first steps in coaching, all the way through to advanced practitioner level – all grounded in the science and evidence that makes coaching psychology so impactful.

What makes our training different

Our training reflects the reality of contemporary working life: training is a great idea in theory but professionals feel extremely time-poor and organisations don't want to incur the opportunity cost of sending lots of managers off on residential courses.

So, we've designed a truly blended learning solution which ensures that delegates get maximum value from the face-to-face component of each course.

Our training reflects what the scientific evidence from coaching psychology tells us. In other words, we use what works. We avoid fads and fashions, challenge the myths and misunderstandings and leverage all we know about how people think, feel and behave at work.

Of course, growth and development doesn't end with a single course. All delegates from our courses have the opportunity to join our online coaching community, where we'll share insights from the world of coaching psychology, host online events and answer delegates' questions.

What you can expect from our training

Our coaching trainers are all experienced and accredited coaching psychologists. This means that our courses emphasise ethical and evidence-based coaching methods, delivered by practitioners with the experience that can bring the content to life. The preparatory phases of our coaching skills courses are housed on a purpose-built online training platform, which include video, audio and text-based resources. The face-to-face components of our training courses are interactive, challenging, but also supportive. Echoing our coaching ethos.



Our coaching skills courses are mapped along a practitioner journey, starting with first steps in coaching, all the way through to topic-based masterclasses and ongoing professional coaching supervision.

Your coaching skills journey with WorkLifePsych



1. Introduction to Coaching Skills

The perfect introduction to becoming a workplace coach. Start with the essentials of coaching at work.



2. Acceptance and Commitment Coaching

Experienced coaches can learn how to incorporate the principles of ACT into their coaching practice.



3. Coaching Masterclasses

Coaches can attend any of our one-day masterclass sessions, focusing on wellbeing, productivity, leadership and more.

Benefits for delegates

Delegates have the opportunity to thoroughly prepare for the face-to-face component at a pace that suits them. They can take advantage of the multi-media online content and re-visit it as many times as they find useful. Using our online learning platform, they can also ask any questions of the course facilitators as they undertake their learning journey.

Our facilitators are all experienced coaching psychologists, so delegates will be able to benefit from this experience when covering the practicalities of coaching. A safe and supportive learning environment will allow delegates to practise coaching skills and get feedback before taking their new skills out into the workplace.

Benefits for the organisation

- We minimise the opportunity cost of course attendance by providing a truly blended learning approach.
- Delegates will leave the course ready to use their new coaching skills immediately.
- The organisation can start to build a coaching culture, using its own managers to make coaching part of 'how we do things here'.
- This of course reduces reliance on external coaches for everyday performance coaching.

Read on to find out more about the coaching skills courses we offer.



Introduction to coaching skills

Introduction and overview

This two-day course serves as an excellent introduction to coaching skills for team leaders, managers and HR professionals. No prior experience of coaching is required – we start at the very beginning and support delegates all the way through to having effective and focused coaching discussions.

What this course covers

This course covers the essentials of coaching and gives delegates everything they need to have effective coaching conversations with their team members, covering a variety of topics.

- Clarifying what coaching is
- How coaching differs from mentoring, counselling and therapy.
- 'Big C' versus 'little c' coaching
- Coaching and confidentiality
- The essential coaching toolkit
- Asking open questions
- Bring your focus to the conversation
- Structuring a coaching conversation
- Turning insight into action
- Setting quality goals
- Dealing with common coaching challenges





How this course is delivered

The course is divided into two phases: an online preparatory phase and a classroom-based practical phase.

Delegates get access to our learning portal where they have an opportunity to prepare for the face-to-face component of the course by reading about the core concepts that are important in coaching, watching some introductory videos and listening to some relevant podcast episodes.

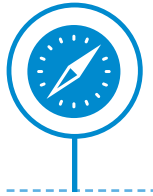
Our goal in this phase is to ensure all delegates are on the same page when they attend phase two. We'll cover the essentials, bust common coaching myths, and set out the reality of coaching in the contemporary workplace.

Delegates will use this preparatory phase of the course to test their understanding of key concepts, clarify their personal learning objectives and consider how they'll use their coaching skills in practice.



The second day of the course is delivered face-to-face in a group setting. It focuses on the practical coaching skills of using effective questions, exploring goals and adopting a Acceptance and Commitment Coaching mindset.





Acceptance and Commitment Coaching

Introduction and overview

Acceptance and commitment coaching is an evidence-based behavioural coaching approach informed by Acceptance and Commitment Theory (ACT). ACT-based coaching is a great way to improve workplace performance and enhance mental wellbeing.

This course is ideal for existing coaches looking to help their coachees become more effective for the long-term, and able to achieve challenging goals in difficult environments. It also represents an ideal next step for delegates who have completed our introductory skills course.

Learn from experts in the field how to apply this evidence-based approach in your coaching practice.

What this course covers

This course introduces ACT-based coaching, in theory and practice. Most importantly, delegates will learn how ACT can improve mental wellbeing and performance together, creating sustainable improvements in both.

Delegates will learn:

- The principles of acceptance and commitment coaching.
- How to coach effectively using an appropriate coaching stance.
- The core coaching skills of mindfulness, acceptance and values-based action.

At the end of this course, delegates can expect to be able to:

- Help coachees identify their values and take committed action towards them.
- Harness committed action in relation to workplace performance and mental wellbeing, especially in challenging environments.
- Help coachees notice and overcome obstacles, and work effectively towards challenging goals.





How this course is delivered

The course is divided into two phases: an online preparatory phase and a classroom-based practical phase.

Delegates get access to our learning portal where they have an opportunity to prepare for the face-to-face component of the course by learning about the core concepts underpinning ACT. This will be delivered through online text, videos, and podcast episodes featuring experts in coaching.

Our goal in this phase is to ensure that delegates have a grasp of the theory of ACT, to allow them to bring it to life in the classroom component.

Delegates will use this preparatory phase of the course to test their understanding of key ACT concepts, clarify their personal learning objectives and consider how they'll use their new ACT coaching skills in practice.



The second day of the course is delivered face-to-face in a group setting. It focuses on the practical ACT coaching skills of mindful awareness, cultivating acceptance and creating values-based action. This session is interactive and experiential, to give delegates the opportunity to experience ACT.





Developing your skills: Masterclasses

For coaches who have already completed the above courses (or comparable training), we offer a series of one-day coaching masterclasses. Each is focused on a key workplace topic, bringing the concepts and practicalities of ACT to life in a meaningful way.

Our masterclasses include:

Coaching for productivity

- Sustainable approaches to productivity
- Beating procrastination
- Dealing with overwhelm
- Busting productivity myths
- Cultivating productive focus



Coaching through change

- Making sense of change
- Common pitfalls to avoid
- Sustainable coping strategies
- Cultivating a sense of control
- Using values to navigate change



Coaching for wellbeing

- Making change to improve wellbeing
- Adopting a sustainable approach to wellbeing
- Cultivating healthy habits
- Bringing values to life every day



Coaching for leadership

- Adapting to new seniority
- Managing pressure and stress
- The role of self-concept and identity
- Relationships with others





Ongoing supervision

Coaching supervision is a key element of ethical coaching practice. We are pleased to be able to offer professional supervision to delegates from our courses, or other suitably-qualified coaches. Our coaching supervisors are experienced and accredited coaching psychologists with additional training in coaching supervision.



Supervision provides a safe space for coaches to discuss their practice, receive feedback from more experienced practitioners, and address any challenges they may be facing.

How to find out more

If you'd like to learn more about our coaching skills training courses or coaching supervision, please get in touch. You can email us at info@worklifepsych.com or call the office on +44 (0)20 4517 3000.

In addition, you can:

- Learn about our coaching ethos by visiting worklifepsych.com/coaching
- Watch our coaching videos by visiting worklifepsych.tv/coaching

