

## Creating the Coaches - Information Sheet

*Course Aim: This 'Creating the Coaches' skill development programme aims to assist you to coach and mentor your employees.*

Duration                      1 Day  
Timings                        Registration 9.30am  
Start 9.45am – Finish (Approx) 4.30pm

### Who is the course intended for?

Managers, owners and supervisors/team leaders within the tourism, leisure and hospitality sector, and which are located in the South East region.

### What will I gain from the course?

Through coaching and mentoring, you can develop your team members to enable them to solve problems and take on more responsibility, giving yourself more time to concentrate on key management and leadership tasks.

### What does the course cover?

The course will allow you to:

- Defining coaching
- Appreciate the benefits of coaching
- Identify situations in which coaching could be beneficial
- Develop coaching techniques
- Define mentoring
- Appreciate the benefits of mentoring
- Identify situations in which mentoring could be beneficial
- Develop mentoring techniques

**Course Method**            Classroom style  
Discussion groups  
Powerpoint slides  
Case studies and activities

**Assessment**                None

**Next steps**                 The range of Hosting the World courses is suitable for most businesses to gain the most out of the 2012 Olympic and Paralympic Games.

If you require any further information, please contact:

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