



The Ultimate Guide to Counselling, Coaching and Mentoring: The Handbook of Coaching Skills and Tools to Improve Results and Performance Of your Team!

Aiden J Sisko

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If your main focus is growth, the most valuable asset you can possess is a quality assemblage of employees/team members who are flexible learners; problem solvers, well motivated and highly trained who will put your company on the fast track to success! Proper coaching and mentoring of this team will put you right where you need to be. This will only be possible if you work closely with each member of your team's professional and personal growth in their abilities and performance. Close and skillful coaching and mentoring to develop champions!

CONTENT OVERVIEW MORE IN REGARD TO COACHING:
BUILDING YOUR PEOPLE SKILLS Educate Yourself by Gaining Much Needed Information The Format for Feedback A Team Coach of Substance Develop Skills: Plot the Course: Review and Consider Choose Specifically Design a Free-Flow Process

MENTORING: NEED TO KNOW INFORMATION; NEED TO HAVE SKILLS How Can You Benefit From All This? How to be a Mentor of Quality Keeping Lines of Communication Open: Learning Honest Give & Take You Must Focus on Building Trust

COUNSELING AND YOU Identification of the Trouble Areas Assist the Employee in Realizing the need to Improve Performance in That Area Set Goals with the Employee that will be Conducive to Improvement Make sure the goals set are achieved When the behavior is right, let them know!

A. Issue a Verbal Warning
B. Issue a Written Warning
C. If the Offense Occurs Yet Again, Human Resources Should Issue a Formal Reprimand
D. Suspension

CONCLUSION

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Benjamin Ward:

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Jeffrey Spencer:

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