

Post-Class Reinforcement Materials

Each of the Leadership and Professional Development courses include a suite of post-class reinforcement materials that are unique to each title. Content such as e-books, quick videos, personal and team assessments, tools and templates, and other materials, have been selected to ensure that you continue your journey to ongoing success beyond the classroom. All e-assets, such as books and videos, come with 1-year access.

Effective Leadership Through Coaching | 3 Days

Reinforcement Videos

- Coaching and Mentoring are the Key to Leadership Development featuring Dan Labbad
- Job One, Two & Three of Developing Your People featuring Dianne Ledingham
- Six-Question Approach to Coaching featuring Marshall Goldsmith
- Habit 5: Seek First to Understand, Then to Be Understood featuring Stephen Covey
- Holding People Accountable featuring Patrick Lencioni
- The Pitfalls of Personal Goal Setting featuring Connie Podesta
- The Benefits Of Coaching featuring Jason Zeman
- Recognizing Readiness featuring G. Shawn Hunter
- Coaches Build Self Confidence featuring Jay Conger
- Good Coaches Ask Questions featuring Jack Zenger
- How to Be a Better Coach featuring Howard M. Guttman
- Setting Goals in Four Dimensions featuring Allison Rimm
- Small Behaviors Can Have Big Effects featuring Sue Powell
- How Leaders Can Improve the Quality of People's Thinking featuring David Rock
- Coaching Team Members featuring Jay Conger
- Ask the Right Questions featuring Jan Rutherford

Book Summaries

- *Coaching for Breakthrough Success: Proven Techniques for Making Impossible Dreams Possible* by Jack Cenfield and Peter Chee
- *Bankable Leadership: Happy People, Bottom-Line Results, and the Power to Deliver Both* by Tasha Eurich

Blueprints

- Executive Coaching - Measuring the Importance and Finding the Resources by Jim Gillece, Peter Dumoulin and R. Kenneth Hutchinson

Leader-Led Activities

- Benefits of Coaching Discussion Guide
- Coaching Challenges Discussion Guide
- Coaching Roles Facilitation Guide
- Coaching Skills Facilitation Guide
- Goal Setting Application Guide
- Preparing to Coach Application Guide

Self-Assessment

- Leadership Roles
- Rapport and Relationship
- Coaching Skills

Challenge

- Challenge: Coaching

Tools

- Organizational Benefits of Coaching
- Assessment Types

- Exploring Options
- SMART Goals
- Coaching Challenges
- Evaluation and Actions

Test

- Leadership Advantage Test Yourself: Coaching

Core Message

- Leadership Advantage: Coaching 3.0

Case Study

- Adopting a Coaching Role
- Assessing a Coachee
- Building a Positive Relationship
- Facilitating the Coaching Process
- Coaching Challenges

Key Concept

- Key Concept: What is Coaching?
- Key Concept: Benefits of Coaching
- Key Concept: The Coaching Partnership
- Key Concept: How to Determine Your Coaching Role
- Key Concept: Coaching vs. Other Practices
- Key Concept: Qualifications of Successful Coaches
- Key Concept: The Two Parts of the Coaching Process
- Key Concept: Establishing Purpose and Context
- Key Concept: Assessment and Insight
- Key Concept: Rapport and the Coaching Relationship
- Key Concept: Build a Positive Relationship
- Key Concept: Exploring Options
- Key Concept: Setting Goals
- Key Concept: Facilitating the Process
- Key Concept: Delegation, Feedback, and Motivation: A Refresher
- Key Concept: Dealing with Coaching Challenges
- Key Concept: Evaluating Progress and Committing to Ongoing Action

e-Books

- A Year with Peter Drucker: 52 Weeks of Coaching for Leadership Effectiveness
- Fearless Performance Reviews: Coaching Conversations that Turn Every Employee into a Star Player
- The Art and Practice of Leadership Coaching: 50 Top Executive Coaches Reveal their Secrets

Videos/Courses

- Importance of Coaching and Mentoring
- Coaching & Mentoring: Find the Guru
- Great Coaching: Don't Give the Answer
- Feedback That Can Have the Biggest Impact

