

# UBC DEPARTMENT OF EDUCATION AND TRAINING

## UBC: COACHING AND MENTORSHIP FOR SUCCESS



### Who is Eligible:

The UBC: Coaching and Mentorship for Success program is open to Council Staff members who are looking to expand their communication skills and learn how to build stronger relationships on the job.

Participants should have EST approval to attend and should demonstrate a positive, can-do attitude with a solid work history.

### Course Description:

Effective coaching and mentoring skills are among some of the most critical abilities of a leader. These abilities can spur development and, as a result, better performance from others by strengthening skills and encouraging collaboration. Having an effective coaching and mentoring process can also help get past obstacles and challenges. This two and a half day course will teach staff how to apply coaching and mentoring models to maximize outcomes for the personal and professional development of coworkers, members, and friends. The primary focus of this program is to teach staff how to coach and mentor individuals and teams in the workplace and on jobsites.

### Goals of the Course:

Staff will gain a better understanding of coaching and mentoring, and the advantages of applying them in the workplace. Upon completion of the course, they will be able to recognize how to arrange and carry out an efficient coaching and mentoring relationship.

This course aims to combine coaching and mentoring skills to assist in strengthening the competencies that will enable participants to maximize personal performance, and the performance of others. Key proficiencies for Coaching and Mentoring include:

- Developing clear communication skills
- How to best offer encouragement and recognition to team members
- Acknowledging the struggles of diversity, equity, and inclusion
- Recognizing how to be an effective coach and mentor
- Ability to implement Self-management and relationship-building skills
- Comprehending the difference between Intrinsic and extrinsic employee motivation

The following assessments are used to help develop the necessary skills to help participants become good coaches and mentors:

- Clifton StrengthsFinder
- EQ
- Myers-Briggs Type Indicator

## What UBC Coaching and Mentoring Means:

Staff members receives assistance from a coaching and mentoring relationship to develop their leadership skills to establish and meet career goals. The coaching and mentoring rapport contributes to developing leadership qualities, self-awareness, emotional intelligence, and strong teamwork. In addition, the coach and mentor relationship provide the mentee with solutions and counsel; where they can draw on the knowledge and experience of the mentor.

## COACHING IS BENEFICIAL...

- To strengthen communication
- Help create collaboration
- Increase self-awareness
- Apply self-management
- Implement team development
- Relationship building

## MENTORING IS BENEFICIAL...

- Increase job satisfaction and commitment
- Transfer knowledge and history to a new generation of leaders
- To reduce turnover
- Help identify barriers to diversity, equity, and inclusion



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