

# Example Coaching Programme

***This outline Coaching Programme was designed to meet the needs of a senior manager in a Government Department.***

## **Objectives**

The objectives of the coaching-mentoring programme are:

To help you –

- define and achieve measurable goals and objectives;
- define and implement a short, medium and long term Action Plan (aimed at achieving goals and objectives);
- determine and use own drivers/motivators;
- identify, build on, and use existing strengths;
- identify any weaknesses, and develop into strengths;
- identify and use the most effective support mechanisms
- use a 'solutions-focussed' approach throughout.

## **Broad description of programme**

Four phases.

Six coaching-mentoring sessions (stages).

Timetable: 4 ½ months.

Stage 1: 2 hour session

SWOT analysis – define current situation  
Solutions-focus  
Goals and objectives

Stage 2: 2 hour session *within one week of stage 1*

Action Plan  
Motivation  
Support

(Stages 1 and 2 complete within 2 weeks)

Stages 3 – 5: 2 hours per session *monthly*

Implementation

(Stages 3 – 5 complete within 3 months)

Stage 6: 2 hour session *within one month of stage 5*

Review/evaluate progress against objectives/Plan  
Agree further support required