



Staff Learning

We have implemented new and exciting qualifications for your industry. Enabling access to relevant, flexible qualifications, which are tailored to your individual business needs.

Consulting

We constantly update our learning and development to encompass the most recent legislation, industry knowledge and best practice.

Support

We strongly believe in customer focus and strive, along with our partners, to achieve given goals or outcomes to benefit the employee and employer.

Coaching and Mentoring

By giving your employees the skills to be able to coach and mentor, you are helping them to work more effectively with their direct reports and other colleagues.

We provide a number of coaching and mentoring options suitable for new and experienced supervisors, managers, assessors, internal verifiers and those with training responsibilities.

Our coaching and mentoring options include:

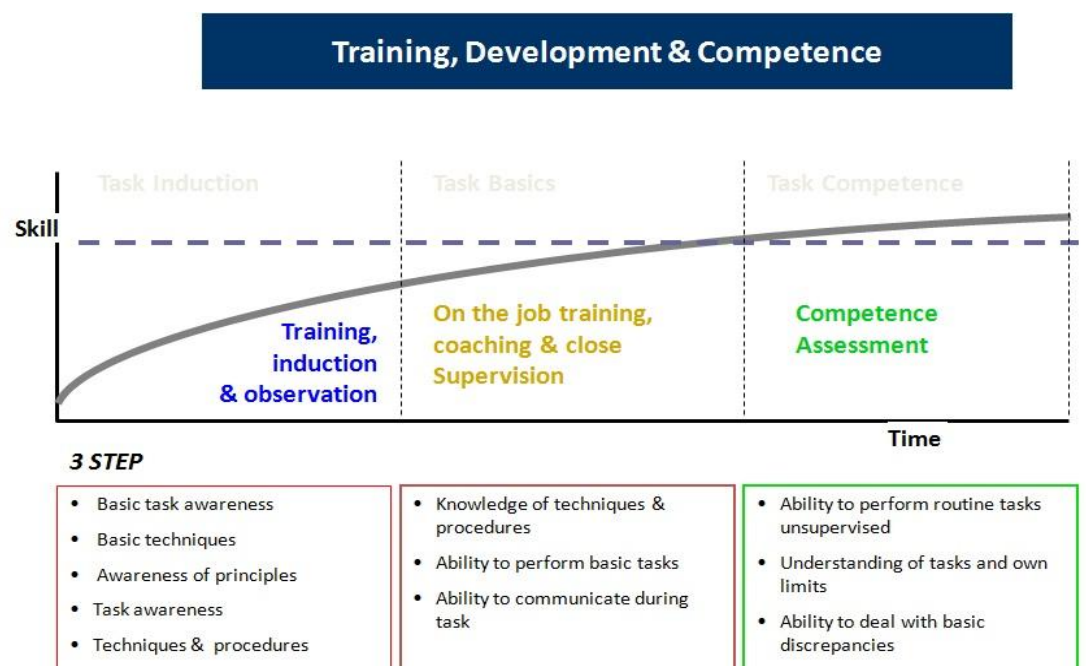
One day coaching and mentoring workshop with the option of a work place assessment following the course.

An integrated approach including coaching and mentoring as part of one to one training, group development and if applicable assessor and verifier training.

Two or three day workshop covering performance management, coaching and mentoring skills.

Thirty hour Introductory Certificate in Management awarded by the Institute of Leadership and Management.

Where does coaching fit in?



One day Coaching and Mentoring Workshop

This one day workshop can be tailored to incorporate your own systems, paperwork or other requirements.

Our workshop outline is:

Workplace Coaching	
9am – 12 noon	
What is coaching? The communication cycle. How do people become competent? The coaching process (RADAR). Coaching style continuum. The role of feedback. GROW Model and performance. Coaching tools.	Exercise examples include: Exercise 1: Identifying individual coaching needs. Exercise 2: Outlining coaching sessions. Exercise 3: Giving Feedback.

Workplace Assessment	
1pm – 4.30pm	
What is assessment about? Objections to assessment. The assessment process. Questioning techniques. Being objective.	Exercise examples include: Methods of assessment (group exercise). Planning an assessment. Questioning techniques. The good, the bad and the ugly (documentation). Giving feedback.

We tailor the practical exercises to reflect the job roles of participants and the client's individual requirements.

For more information on our other coaching and mentoring options, please get in touch.

Getting in touch

You can contact us by telephone on 01651 873398 or by e-mail at helen@2polarislearning.com.
 Our website address is www.2polarislearning.com.

We are based at 12 Meadows Industrial Estate Station Road, Oldmeldrum, Aberdeenshire, Scotland, AB51 0EZ.

