TIP SHEET



Set up your coaches for success

Struggling to embed coaching as a business-as-usual process that generates results? Check out Accela's top tips for proven success:

Tip #1

Baseline the coachee

- Coach to enter a non-confrontational discussion with coachee regarding their current skill and performance levels.
- Where does the coachee see themselves now?
- Where would they like to get to?

Tip #3

Coachee drives the objectives

- Coachee to suggest key objectives with sign-off from coach
- Coachee to own critical coaching assigments and therefore own personal success and milestone achievement

Tip #5

Structured follow-up

- Coach to follow up coachee progress with structured system
- Coaching interventions documented clearly and succinctly
- Coach to provide motivation and correction in need

Tip #2

Undertake mutual assessment of skill gaps

- Coach and coachee to review current skillset
- Measure against core role competencies
- Agree on upskill areas of greatest priority

Tip #4

Schedule coaching commitments

 Coaching interventions to be regular, scheduled and BAU for both coach and coachee

Tip #6

Track results and keep motivation hot

- Coach to track progress and improvement and keep coachee apprised of results
- New assignments to be created to keep motivation and learning top of mind as skillsets improve.

Want to know how Accela can assist?

Contact us at **info@accela.com.au** or call **+61 2 9368 7969** for a complimentary review of your coaching processes.