EXECUTIVE COACHING

Executive Coaching

Leadership Development and Performance Improvement

Course Description:

This course provides executive coaching to help leaders enhance their leadership skills, identify areas for improvement, and develop strategies to achieve their business goals. The course covers a range of topics, including leadership styles, communication strategies, team building, conflict resolution, performance improvement, and goal setting. Through individual coaching sessions and group discussions, participants learn to identify and overcome personal and professional barriers to success, develop effective leadership strategies, and improve overall performance.

Learning Outcomes:

- Understand different leadership styles and their impact on team performance
- Develop effective communication and interpersonal skills
- Build and lead high-performing teams
- Resolve conflicts and manage difficult conversations
- Set and achieve personal and professional goals
- Enhance overall leadership and performance

Module 1: Introduction to Executive Coaching

1.1 Understanding Executive Coaching

1. Definition and importance of executive coaching
2. Key principles and benefits of executive coaching

1.2 Leadership Styles and Skills

1. Understanding different leadership styles and their impact on team performance
2. Developing effective communication and interpersonal skills

Homework Assignment: Leadership Self-Assessment

1. Assess personal leadership style and communication skills
2. Write a reflective report on identified areas for improvement and development plan

Evaluation Criteria:

- Effectiveness of leadership self-assessment and development plan
- Quality of reflective report and identification of areas for improvement

Module 2: Team Building and Management

2.1 Building High-Performing Teams

1. Understanding team dynamics and building high-performing teams
2. Developing effective team building and management strategies

2.2 Managing Team Conflict

1. Understanding common sources of conflict in teams
2. Developing effective conflict resolution and management strategies

Homework Assignment: Team Building and Conflict Resolution

1. Develop and implement a team building and conflict resolution plan
2. Write a reflective report on the effectiveness of the plan

Evaluation Criteria:

- Effectiveness of team building and conflict resolution plan
- Quality of reflective report and identification of areas for improvement

Module 3: Performance Improvement and Goal Setting

3.1 Performance Improvement Strategies

1. Understanding barriers to performance and developing effective performance improvement strategies
2. Developing effective goal setting and measurement strategies

3.2 Executive Coaching Case Studies

1. Analyzing and evaluating executive coaching case studies
2. Developing effective coaching and feedback strategies

Homework Assignment: Performance Improvement and Goal Setting

1. Develop and implement a performance improvement and goal setting plan
2. Write a reflective report on the effectiveness of the plan

Evaluation Criteria:

● Effectiveness of performance improvement and goal setting plan
● Quality of reflective report and identification of areas for improvement

Module 4: Leadership Development and Personal Growth

4.1 Self-Reflection and Personal Growth

1. Understanding the importance of self-reflection and personal growth
2. Developing effective strategies for personal and professional development

4.2 Executive Presence and Strategic Thinking

1. Understanding executive presence and strategic thinking
2. Developing effective executive presence and strategic thinking strategies

Homework Assignment: Personal Growth and Development Plan

1. Develop and implement a personal growth and development plan
2. Write a reflective report on the effectiveness of the plan

Evaluation Criteria:

● Effectiveness of personal growth and development plan
● Quality of reflective report and identification of areas for improvement

Module 5: Leading Change

5.1 Understanding Change Management

1. Understanding the stages of change and change management models
2. Developing effective change management strategies

5.2 Leading Organizational Change

1. Understanding the challenges of leading organizational change
2. Developing effective leadership strategies for leading change

Homework Assignment: Leading Change

1. Develop and implement a change management plan
2. Write a reflective report on the effectiveness of the plan

Evaluation Criteria:

- Effectiveness of change management plan
- Quality of reflective report and identification of areas for improvement

Module 6: Managing Work-Life Balance

6.1 Work-Life Balance Strategies

1. Understanding the importance of work-life balance
2. Developing effective work-life balance strategies

6.2 Time Management and Productivity

1. Understanding time management and productivity
2. Developing effective time management and productivity strategies

Homework Assignment: Work-Life Balance and Time Management

1. Develop and implement a work-life balance and time management plan
2. Write a reflective report on the effectiveness of the plan

Evaluation Criteria:

- Effectiveness of work-life balance and time management plan
- Quality of reflective report and identification of areas for improvement

Module 7: Leading with Emotional Intelligence

7.1 Understanding Emotional Intelligence

1. Definition and importance of emotional intelligence
2. Developing emotional intelligence and empathy skills

7.2 Leading with Emotional Intelligence

1. Understanding the impact of emotional intelligence on leadership
2. Developing effective emotional intelligence leadership strategies

Homework Assignment: Emotional Intelligence Leadership Plan

1. Develop and implement an emotional intelligence leadership plan
2. Write a reflective report on the effectiveness of the plan

Evaluation Criteria:

- Effectiveness of emotional intelligence leadership plan
- Quality of reflective report and identification of areas for improvement

The "Executive Coaching: Leadership Development and Performance Improvement" course teaches participants a range of leadership skills, communication strategies, and personal development techniques that can help them improve their overall performance and achieve their business goals. The course covers topics such as leadership styles, effective communication, team building, conflict resolution, performance improvement, goal setting, change management, work-life balance, emotional intelligence, and empathy. Participants learn to develop effective strategies for managing teams, leading change, resolving conflicts, and achieving personal and professional growth. By the end of the course, participants have the skills and knowledge needed to become effective leaders, build high-performing teams, and enhance overall performance.