

# Scotland Excel

## Coaching and Mentoring

### Introduction to Management, Coaching and Mentoring

#### Date and Location

Tuesday 6 August 2019, 10am-4pm (1 day)  
Scotland Excel, Renfrewshire House, Paisley

#### Aim and Outcomes

This workshop is about introducing the practice of management coaching and mentoring and the impact on Human Resources Development and performance

By the end of this workshop learner will be able to:

- state the concept and purpose of management coaching and mentoring
- determine the use of management coaching as a tool in human resources development
- determine the use of management mentoring as a tool in human resources development

#### Practice Workshop Content

- Describe the purpose of coaching in human resources development
- Describe the role of mentoring in management
- Evaluate the difference between coaching and mentoring
- Explain the role of coaching in team learning
- Evaluate the benefits of mentoring in performance management
- Analyse the role of a manager as a coach and mentor
- Explain how coaching and mentoring is linked to organisational objectives

#### Methodology

This workshop is delivered by an experienced Scotland Excel tutor who has significant experience across various disciplines within the Scottish public sector context. Course delivery is via work-based learning and by focusing on practical examples, case-studies and activities, the skills derived from which can be applied immediately within your candidates' roles.

#### How much does it cost?

A full-day Practice Workshop costs £150 per learner for local authority members of Scotland Excel, £165 for associate members and £180 for other public sector organisations.

#### How do I register?

Register your place, express an interest, or request further information by contacting [helene.holden@scotland-excel.org.uk](mailto:helene.holden@scotland-excel.org.uk) or telephone 0141 618 7436.



Chartered Manager  
Assessment Centre



Approved  
Centre



The  
Academy

## Essential Information

### What are Practice Workshops?

A series of non-accredited, non-assessed work-based-learning workshops delivered by Scotland Excel's award-winning Academy in:

- Scottish public sector procurement
- leadership and management
- coaching and mentoring

Each workshop will generally comprise:

- 1 - 4 hours of preparatory work prior to participating in the workshop, such as accessing recommended reading and video content and participating in discussion forums on the Academy's online platform
- 5 - 7 hours of classroom-based learning, structured so that learning can be utilised immediately within the workplace.

Both preparatory work and workshop attendance will count towards the learner's commitment to Continuing Professional Development (CPD).

### Who is the course aimed at?

Public sector staff who are keen to build on their public procurement, leadership and management and coaching and mentoring skills.

### Where will the Programme be delivered?

Each workshop will be delivered within the Scotland Excel office in Paisley. However, if required and demand dictates we are more than happy to deliver at locations outwith.

### Why us?

Scotland Excel is the Centre of Procurement Expertise for Scotland's local government sector, an established SQA and CMI Approved Centre, a CMI Chartered Manager Assessment Centre and the sole provider to the Scottish public sector of the CIPS Corporate Award. Our overarching aim is to further drive professionalism in the Scottish public sector by delivering our courses through a work-based learning methodology.

These Practice Workshops are supported by our award-winning Scotland Excel Academy, which enhances interactive learning experiences. Therefore, these Practice Workshops provide a great introduction into what we can offer learners in their ongoing self-development journey.

### How will it be delivered?

Our workshops are delivered by our experienced Scotland Excel tutors who have significant experience across the various disciplines within a Scottish public sector context. Course delivery focuses on practical examples, case-studies and activities, the skills derived from which can be applied immediately within your candidates' roles.

