



Certificate of Attendance

This is to certify that

Susie Walsh

has completed a training session on

**COACH Program 2013 (INVITED PARTICIPANTS
ONLY)**

Provider: Talent and Organisational
Development

Date: 05 November 2014

This program is designed to support University of Sydney staff in increasing coaching knowledge, communication skills, and perspectives. During the COACH (Co-Achievement) Program you can expect a supportive learning environment that places a high priority on practical learning that can be taken into the daily workplace. The program will also be sufficiently challenging so that you can stretch and extend your existing coaching skills and perspectives. Your participation in this important program will help build the mindset and skills needed to promote a coaching culture across the university that helps people achieve goals, learn, and grow.

The program consists of 3 full day workshops followed by 3-4 one hour individual coaching sessions spread over the course of 3-6 months.

The workshops will cover the following modules spread out across the days and leaving space to extend and consolidate the skills depending on the needs of the group:

- Listening - developing our ability to listen to and understand people using ARTful, ABBA and OARSome listening
- Asking solution-focused, enabling questions - the impact of different questioning styles and the 2EASY model of coaching
- Structuring a coaching conversation - The initial to the final coaching conversation, including the use of the GROW and BEST models of coaching
- Action learning - applying action learning models
- Goals - exploring, clarifying and setting goals that are personally meaningful
- Motivation - how to assess and cultivate motivation using the ASCI model and motivation matrix
- Change - how to assess readiness for change and apply stage specific change strategies
- Flourishing - how to cultivate wellness and flourishing
- Offering - how to make offerings during coaching
- Strengths - identifying and naming strengths

- Mindfulness and awareness - how to cultivate mindfulness and awareness, including the use of the Mindful Minute and SIFT models

Please note that in CareerPath, the coaching sessions have been put as one four hour session on 29 November - **THIS IS NOT HOW IT IS GOING TO BE ARRANGED!** It is just to get them on the system. Appropriate coaching times will be arranged between you and your coach before the end of the 3rd workshop and will not be formally recorded on CareerPath.

Please note that you must attend all sessions of this program.

Objectives:

- Understand what coaching is and how to define it
- Understand how to utilise coaching in a local context
- Understand how to communicate more effectively in a personal and workplace setting
- Develop the skills to utilise solution-based coaching for yourself and others

Target audience: Professional staff BY INVITATION ONLY

For further information, please contact Alison Ward on 9036 4743

A light lunch is provided during this course. Should you have any special dietary requirements, please email learning.solutions@sydney.edu.au.

If you have any accessibility requirements please contact Learning Solutions on learning.solutions@sydney.edu.au or 9036 4723.