



COACHING SKILLS

FOR LEADERS & MANAGERS



KUCHING

MARCH 13-14, 2024
JUNE 12-13, 2024

LEARNING OUTCOME

- Learn how to become more coach - like
- Learn the best coaching questions
- Learn to resist the urge to be the 'saviour' all the time
- Learn how to tame your advice monster
- Learn the Art of Sort - Coaching
- Learn the foundations of a coaching culture



MEET OUR TRAINER
IVAN

For over 15 years, Ivan has been a very passionate trainer in designing and delivering exciting yet effective training and educational programs. He works with a wide range of organizations and businesses ranging from large to small, local and fortune 500, public and private to enhance the productivity of their human resources. His area of expertise combine a global outlook with deep understanding of the local culture range from presentation and persuasion skills; team - building, and Business English. He is able to blend with our local language and culture after living in Malaysia for over 30 yrs.

Coaching is one of the most powerful tools we have to unlock potential and drive performance. Yet it remains one of the most under-utilized approaches in the tool-box of leaders and managers. You don't have to become a professional coach, you just have to become more coach-like in your interactions. This small change in behaviour will derive amazing transformations around you. This practical workshop will give you all the tools you need to become a coaching leader and grow the people in your charge.

LEARNING MODULE

MODULE 1

Why Coaching is The Best Approach to Leading

MODULE 2

Why Coaching Works

MODULE 3

Spotting Coaching Opportunities

MODULE 4

Fundamentals of The Coaching Mindset

MODULE 5

How to Tame Your Advice Monster/Saviour Complex

MODULE 6

How to Conduct a Coaching Conversation

MODULE 7

The Best Coaching Questions

MODULE 8

Conducting Mini Coaching

MODULE 9

How to Make Coaching Your Habit

REGISTER NOW! Scan QR code to register>>



REGISTRATION FORM

COACHING SKILLS FOR LEADERS & MANAGERS

- March 13-14, 2024, Kuching
 June 12-13, 2024, Kuching

Do you intend to utilize HRDCorp Levy for this program? **Yes / No**
 Upon submission of this form, I have read and accepted the terms & conditions of this registration

Participant 1

Name :
 Position :
 Contact :
 Email :

Participant 2

Name :
 Position :
 Contact :
 Email :

Participant 3

Name :
 Position :
 Contact :
 Email :

Company :
 Address :
 Tel : Fax :

Nominating Person

Name :
 Position :

Approving Person

Name :
 Position :

Invoice Attention to :

Email :

www.trainingprovider.org



MRS MANAGEMENT SDN BHD (275222-P)

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The Organizer reserves the right to make any amendments that are deemed necessary in the best interest of the workshops

INVESTMENT FEE Per Participant

The participant's fee is **not inclusive of 6% SST**

EARLY BIRD RATE	NORMAL RATE	CLOSING DATE OF REGISTRATION
PER PAX PER COURSE	PER PAX PER COURSE	One week before commencement of the course
RM 1,800	RM 2,000	 *March 6, 2024 *June 5, 2024
Applicable for registrations received and paid one month before commencement of the course	Applicable for registrations received and paid after the EBR closing date	

TERMS & CONDITIONS

- Fees are inclusive of programme materials, refreshments, luncheons and certificate.
- Outstations participants are advised to call MRS before making any air-travels and hotel payments. MRS shall not be liable for any loss or damage, costs or additional charges that may arise from the failure to confirm with us before making such arrangements.

3. Payment, Confirmation & Admission

An invoice shall be issued upon receipt of your registration form. Payment is required by the early bird rate closing date or other dates stated on the invoice, whichever is applicable. Full payment is expected prior to the commencement of the course. We reserve the right to refuse admission for registration that remains unpaid. A Letter of Undertaking may be acceptable with prior notice and consent.

4. Substitution/Replacement of Participants

Substitutions are allowed at no extra charge provided MRS is notified in writing at least 5 working days prior to the course wherein any substitution proposed thereafter, MRS may reserve its right to disallow such proposal, and any substitution which may be accorded thereafter (if any), MRS reserves its right to add an additional charge there to.

5. Cancellation of Participants

For Paid Registration	For Unpaid Registration
30 days before course: Full refund or transferable 14 days before course: Refund minus 15% admin fee or transferable Less than 14 days before course: No refund but transferable No show: No refund and not transferable	30 days before course: No applicable admin fee 14 days before course: 15% admin fee chargeable Less than 14 days before course: Full fees chargeable and transferable No show: Full fees chargeable and not transferable

*Transferable - to a similar or different course with the necessary top up fee should the course transferred to, is of a higher value

6. Postponement

While all care shall be taken to carry on the course as scheduled, there may be circumstances that may deem it necessary for MRS to postpone or merge with another similar course. In such instance, participants hereby indemnify and holds MRS harmless from any cost incurred. Payment received will not be refunded but can be credited to MRS's other courses.

7. Permanent Cancellation

In the event of a permanent cancellation by MRS of a course and provided the event is not postponed to a later date or merged with another course, a full refund shall be made for paid registrations and no applicable admin fee for unpaid registrations. Participants hereby indemnify and holds MRS harmless from any cost incurred.

8. Participants have read and consent to MRS processing the registration data in accordance with the Personal Data Protection Notice posted on www.trainingprovider.org. As such, they have discharged their responsibility of ensuring the information provided herein is the most up-to-date information as possible.

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