**Leadership Development Training**

*Coaching & Mentoring 101*

***Coaching*** – typically “assigned personnel”

***Mentoring*** – typically a “sought out” or voluntary relationship

**3 Quick Thoughts When You’re Being Coached & Mentored**

1. ***Asking questions*** – come prepared with questions. Ask, listen, and take notes.
2. ***Setting Expectations*** – don’t expect everything from your coach/mentor. Potentially have different coaches/mentors (personal and professional).
3. ***Expressing Gratitude*** – thank them for spending time with you (handwritten note!).

**3 Quick Thoughts When You’re Coaching or Mentoring Someone**

1. ***Asking questions*** ***vs. always giving answers*** – “Socratic dialogue” – answer a question with a question. Gives the person you’re coaching or mentoring an opportunity to discover for themselves with your guidance (they own it more).
2. ***Being humble*** – sometimes as coaches/mentors, we can get a little puffed up and arrogant when we’ve been asked to develop someone. It can go to our head. The best leaders are humble and remember that it’s not about them but about the person they are coaching or mentoring.
3. ***Leveraging your leadership and resources*** – be willing to network and advocate for the person you’re coaching or mentoring, help them make connections, etc. Sometimes that unique assignment, school, etc. is “who you know” and if you know the person, you can help.

**A Coaching & Mentoring Model – GROW**

* **G**oals
* **R**esults (quantitative & qualitative)
* **O**bstacles
* **W**hen (timeline)

***You try it:***

* **G**oals
* **R**esults
* **O**bstacles
* **W**hen