

## PERFORMANCE COACHING

This three hour workshop is all about helping colleagues discover their own competence by shifting them from professional dependence to autonomy and drawing excellent performance out rather than objectively implanting it.

This method of development has advantages for all: the coach, the person being coached and the organisation itself but perhaps most importantly it is *motivating* for all involved. As well as raising corporate competence and efficiency it significantly enhances the quality of working life.

### On completion of this workshop delegates will be able to:-

- Clarify their own feelings about their coaching role
- Define coaching, the purpose and the process
- Describe the status quo as far as they are involved
- Describe how competence evolves through the coaching process
- Write SMART(E) objectives
- Describe the ideal coaching climate
- List the detailed actions involved in coaching
- Explain what skills the coach needs
- Show how to evaluate coaching.

### Who should attend?

All practitioners in a management/mentoring role or wishing to move in to this type of role.

### The Speaker:

**Adrian Spooner** - full profile overleaf.

### Dates times and venues:

Tue 5 <sup>th</sup> April 2007	2.00 pm to 5.00 pm	Leicester
Thur 19 <sup>th</sup> April 2007	2.00 pm to 5.00 pm	Cambridge
Wed 25 <sup>th</sup> April 2007	2.00 pm to 5.00pm	Bristol
Thur 26 <sup>th</sup> April 2007	2.00 pm to 5.00pm	Cardiff
Tue 1 <sup>st</sup> May 2007	2.00 pm to 5.00 pm	Wakefield
Thur 3 <sup>rd</sup> May 2007	4.30 pm to 7.30 pm	London
Wed 16 <sup>th</sup> May 2007	2.00 pm to 5.00pm	Newcastle

**Cost:** £95.00 + VAT (Total - £111.62)

**CPD:** 3 hours

**Details:** Registration will take place at 1.30pm for the seminars commencing at 2pm and 4pm for the London seminar which commences at 4.30pm. Full joining instructions and a VAT receipt will be sent prior to the event.

**To book:** To reserve your place, please complete the enclosed booking form and return it together with your cheque made payable to The Law Society.

**NUMBERS ARE STRICTLY LIMITED TO 20 PER SESSION SO EARLY BOOKING IS ESSENTIAL**

## **Speaker Profile:**

**Adrian Spooner** graduated in Classics at Clare College, Cambridge in 1970. He has over thirty years experience as a teacher, trainer, business consultant, author and broadcaster. He has worked in both public and commercial sectors, from The Cabinet Office to care homes; law to logistics; strategic development to systems improvement.

He believes that people can learn a little from being told things; more from taking ownership and reading things; but most from combining those two methods with *doing* things. That's what his workshops are like, they are highly interactive with delegates being given the opportunity to apply principles, test their effectiveness and subsequently apply them for real.

He believes that in a time of ever increasing and irrevocable change, the gap between the winners and losers is bound to increase. Put boldly, professional expertise and excellence alone are not enough to ensure any business' success in the current commercial climate. That expertise is of course an essential asset but when allied with strategic development, supportive processes and business and professional development, the proposition becomes irresistible.



The Law Society

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### Booking form

To book a place on the above seminar please complete the registration form below and return with a cheque for £95 + VAT (£111.62), made payable to The Law Society, to:-

**The Law Society  
South West Regional Office  
Newminster House  
27-29 Baldwin Street  
Bristol  
BS1 1LT  
or DX 78110 Bristol 1**

**I would like to reserve a place on the following seminar (please tick your preferred date/venue):-**

- |                          |                                  |                    |           |
|--------------------------|----------------------------------|--------------------|-----------|
| <input type="checkbox"/> | Thurs 5 <sup>th</sup> April 2007 | 2.00pm to 5.00 pm  | Leicester |
| <input type="checkbox"/> | Thur 19 <sup>th</sup> April 2007 | 2.00pm to 5.00 pm  | Cambridge |
| <input type="checkbox"/> | Wed 25 <sup>th</sup> April 2007  | 2.00pm to 5.00 pm  | Bristol   |
| <input type="checkbox"/> | Thur 26 <sup>th</sup> April 2007 | 2.00pm to 5.00 pm  | Cardiff   |
| <input type="checkbox"/> | Tues 1st May 2007                | 2.00pm to 5.00 pm  | Wakefield |
| <input type="checkbox"/> | Thur 3 <sup>rd</sup> May 2007    | 4.30 pm to 7.30 pm | London    |
| <input type="checkbox"/> | Wed 16 <sup>th</sup> May 2007    | 2.00pm to 5.00 pm  | Newcastle |

Title:..... First Name:.....Surname: .....

Position:.....

Firm/Organisation.....

Address:.....

.....Postcode:.....

DX address:.....

Email address: .....

Tel no: ..... Fax no: .....

For all booking enquiries please contact Elizabeth Dyer on 0117 929 5170 or email Elizabeth.dyer@lawsociety.org.uk

#### Terms and Conditions

*Seminar documentation is distributed at the time of the event.*

*The Law Society reserves the right to vary or cancel this seminar where the occasion necessitates.*

*The Law Society accepts no liability if, for whatever reason, the seminar does not take place.*

*The fee is non-refundable but you may substitute a colleague.*

*A VAT receipt and joining instructions will be issued under a separate cover.*

*Continuing Professional Development hours may be claimed from the Law Society as the accredited course provider.*

