

Project Coaching Services

Purpose

To provide advice and guidance to a named resource for your projects or bids. Coaching can be used as part of a training and development programme or as a means for informal cross-skilling on a method or technique. Examples include:

- Y Guidance on new project management methods, such as PRINCE2
- Y Guidance on new project management techniques, such as Product Based Planning
- Y Guidance for people recently assigned to a new role, such as a Project Manager assigned to a bid
- Y Guidance for people recently promoted

Benefits

- Y Your staff become more effective in their role without the need to remove them from the workplace. Coaching is provided 'on the job'
- Y Coaching on specific methods or techniques consolidates new skills learnt in the classroom
- Y Support from a professional project and bid management organisation means that the person being coached will be advised on current best practice principles and techniques
- Y All our consultants are accredited practitioners, which means they provide coaching from personal experiences with a pragmatic view of how to apply theoretical methods in real working environments

Method

Coaching can be delivered in various forms ranging from email/telephone guidance, a half/full day review to a series of reviews. The objectives and format of the Coaching activity will be captured and documented in an Assignment Brief before any coaching is undertaken. The Assignment Brief will include the Terms Of Reference for the Consultant.

Deliverables

- Y A suitably skilled Consultant
- Y Assignment Brief
- Y Coaching Notes and Performance Feedback as agreed

Reporting & Reviewing

The Consultant will produce reports as specified in the Assignment Brief.

This may include:

- Y Coaching Notes - a summary of key points discussed, issued to the person being coached
- Y Performance Feedback - observations by the coach on any issues encountered, issued to the Hiring Manager or the Line Manager. This is a confidential report

Price

Please call 01244 852 544