



Coaching for Individual Performers

9 – 13 August 2027
Vienna (Austria)



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Introduction

This Coaching for Individual Performers course provides a structured understanding of coaching for individual performers in professional and organizational contexts. It focuses on developing the ability to guide, support, and enhance personal performance through practical coaching approaches. Learners will explore how performance gaps are identified and addressed using targeted coaching conversations. The program highlights methods for improving motivation, accountability, and skill development in individuals. It emphasizes behavioral change strategies that lead to measurable performance improvement. It builds a strong foundation for effective one-to-one coaching in various work environments.

Targeted Groups

This Coaching for Individual Performers training targets professionals seeking knowledge and skills:

- Managers coach direct reports in daily work tasks.
- Team leaders are improving individual employee performance.
- HR professionals supporting talent development programs.
- Supervisors handling performance improvement cases.
- Coaches and mentors guide personal growth journeys.
- Project leaders manage individual accountability.
- Trainers supporting workplace learning initiatives.
- Organizational development staff enhancing performance systems.

Course Objectives

Participants will achieve the following objectives by completing the Coaching for Individual Performers course:

- Understand core principles of individual performance coaching.
- Identify performance gaps using structured assessment tools.
- Apply coaching models for behavior improvement.
- Develop effective one-to-one coaching conversations.
- Strengthen listening and questioning techniques.
- Enhance motivation and accountability in individuals.
- Design simple performance improvement plans.
- Measure coaching impact on performance outcomes.

Targeted Competencies

Participants will gain the following competencies during the Coaching for Individual Performers program:

- Conduct structured coaching sessions.
- Analyze individual performance challenges.
- Apply feedback techniques effectively.
- Build trust in coaching relationships.
- Use goal-setting methods for performance growth.
- Support behavioral change processes.
- Improve communication in coaching dialogues.
- Track and evaluate coaching results.

Studying Scenarios

In this Coaching for Individual Performers training, participants develop skills through the following scenarios:

- Coaching an employee with low productivity issues.
- Supporting a team member struggling with motivation.
- Handling performance underachievement cases.
- Guiding a high-potential employee for growth.
- Resolving communication gaps in coaching sessions.
- Improving accountability in individual tasks.
- Addressing resistance to feedback situations.

Course Content

Unit 1: Foundations of Individual Coaching

- Understanding coaching for individual performance improvement.
- Role of coaching in workplace development.
- Differences between coaching, mentoring, and training.
- Key principles of effective coaching relationships.
- Characteristics of successful performance coaches.
- Building trust and psychological safety.
- Ethics in coaching interactions.

Unit 2: Performance Analysis and Diagnosis

- Identifying individual performance gaps.
- Collecting performance data and observations.
- Using simple diagnostic tools for analysis.
- Understanding root causes of underperformance.
- Differentiating skill vs. behavior issues.
- Setting baseline performance indicators.
- Prioritizing coaching needs effectively.

Unit 3: Coaching Communication Skills

- Active listening techniques for coaches.
- Asking powerful coaching questions.
- Providing clear and constructive feedback.
- Managing difficult coaching conversations.
- Building rapport with individuals.
- Encouraging open dialogue and reflection.
- Avoiding common communication barriers.

Unit 4: Coaching Methods and Techniques

- Applying structured coaching models.
- Goal-setting for individual performance growth.
- Action planning and follow-up methods.
- Motivation techniques for sustained improvement.
- Behavioral change strategies in coaching.
- Supporting accountability and ownership.
- Using performance tracking tools.

Unit 5: Performance Improvement and Evaluation

- Designing individual performance improvement plans.
- Monitoring progress and milestones.
- Evaluating coaching effectiveness.
- Adjusting coaching strategies when needed.
- Reinforcing positive performance behaviors.
- Handling resistance and setbacks.
- Sustaining long-term performance growth.

Final Insights & Key Takeaways

Effective coaching for individual performers strengthens performance, accountability, and workplace growth. Consistent coaching practice leads to measurable improvement in individual and organizational results.