

NHS Grampian Coaching Bank

What is coaching?

Coaching is a time-limited series of one-to-one conversations that provides an opportunity for you to pause, think, reflect and plan.

Coaching is...

- flexible - no two coaches are the same and there is no set plan for sessions. Each individual will work with their coach to set the pace and goals for their sessions.
- non-directive - coaches do not tell clients what to do or offer advice. They support people to make their own decisions. It is an equal partnership.
- non-judgemental - there is no 'right' answer.
- voluntary – it is not a referral service, you must be willing and keen to engage with coaching as it will not be of benefit if you don't want to participate.
- confidential - your coach will not discuss anything about your coaching with anyone, including your manager, without your consent. The only exception is if the coach is concerned that you may harm yourself, others or the organisation.

Coaching isn't...

- counselling or therapy - sometimes coaching is not the best option.
- teaching, mentoring or advice giving – the coach won't tell you what to do.
- a substitute for performance management.
- a quick fix or easy option – it can be hard work and a challenging experience, it is also very rewarding.

Who will my Coach be?

All the coaches are NHS Grampian employees, from a range of professions, and have undergone training to qualify as coaches. All coaches receive supervision and participate in CPD events to ensure that they continue to develop their practice; they all work to an agreed code of ethics. We aim to match you with someone in a different work area to reduce the potential for conflicts of interest.

Who is coaching for?

Coaching is available to anyone in the organisation. You will usually need the agreement of your manager to ensure time is allocated during your working hours and there is support outwith the coaching sessions. Occasionally your manager will not be the best person to support you. In these cases an appropriate sponsor can agree to take on this role.

When would coaching be beneficial?

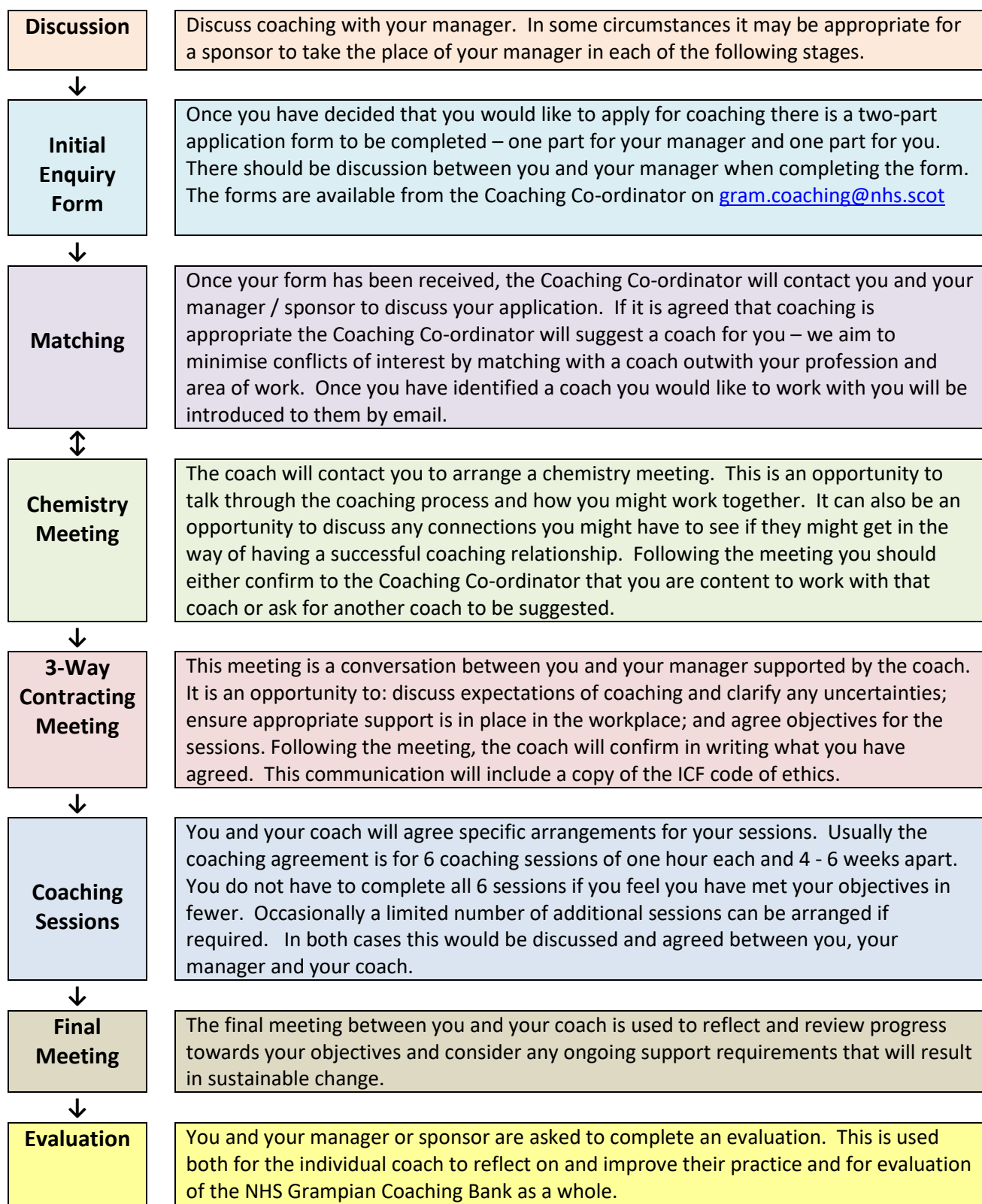
Coaching can support your development in a range of situations and is offered to support the following work-related topics, though this is not exhaustive:

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| ○ developing more effective relationships | ○ new appointment, promotion, redeployment or increased responsibility within current role | ○ outcome of 360° feedback process; |
| ○ increasing confidence | | ○ feedback following interview or assessment centre |
| ○ leadership development | | |

How much time will I need to commit to coaching?

Before beginning coaching you need to ensure that you will be able to commit to the process outlined below. Most coaching sessions last for one hour and take place on MSTeams but you may also have to factor in time to travel to a private space. Coaching sessions are usually 4 - 6 weeks apart, though they can be more frequent if this is appropriate to you and your situation. You will also need to consider any time in between sessions that you will need to reflect and prepare for your coaching sessions. The final meeting and evaluation are important parts of the process that you and your manager or sponsor commit to.

What is the process?



For any queries at any stage please contact the Coaching Co-ordinator via gram.coaching@nhs.scot