



Coaching Circle Summarizing Reflect & Plans

Ramsey County Workforce Solutions
Department

MFIP/DWP Career Coaching Staff
Development and Training

February, 2016

February Coaching Circle - Overview

Discussion Topics

Review Reflect & Plans from Intermediate Coaching Training

- *Lesson 1*
- *Lesson 2*
- *Lesson 3*

Reflect and Plan Reviews



Activity

Review Reflect & Plan Topics from Lesson #1

Active Listening

- *Non-Verbal Communication*
- *Reflective Statements*
- *Summarizing*
- *Managing Distractions*

Powerful Questions

Emotional Intelligence

- *Self-Awareness*
- *Reflective Statements*
- *Summarizing*
- *Self-Management*
- *Empathy*
- *Social Awareness*
- *Relationship Management*



Review Reflect & Plan Topics from Lesson #2

Goal Setting

- *Using SMART*
- *Scaffolding*
- *Giving Advice*





Review Reflect & Plan Topics from Lesson #3

Using the GAP Tool

Correspondence Training

Praise & Affirmation

Motivation and Persistence

Case Notes/Documentation

