

## Module#2 Career Development Learning

Name \_\_\_\_\_ Class number: \_\_\_\_\_  
Section: \_\_\_\_\_ Schedule: \_\_\_\_\_ Date: \_\_\_\_\_

**Lesson title: Basic of Computing Platform: Mentorship and Coaching**

**Learning Targets: What is a Coach/Mentor?**

### A. Introduction

## What is coaching?

Coaching is often provided to a person on a one-on-one basis by a qualified coach. A knowledgeable coach will be able to provide tools, training, advice, and feedback, generally through a structured program.

Coaching is defined as "Partnering with clients in a thought-provoking and creative process that inspires them to maximize their personal and professional potential."

The main focus of coaching is helping individuals to set and meet their goals, solve specific problems, identify their strengths and weaknesses, and improve their overall performance.

## Types of coaching:

**Executive coaching:** Executive coaches help executive people with improved decision-making, strategic thinking, and leadership qualities.

**Performance coaching:** Performance coaches assist their clients in recognizing challenges, creating plans of action, and achieving goals with a focus on better performance and productivity.

**Career coaching:** Career coaching helps individuals develop specific skills, navigate their professional journey, and set career goals.

**Life coaching:** These individuals are lifestyle coaches who guide others on how to make life changes for greater happiness and fulfillment.

## What is a coach?

Coaches care about an individual's performance in specific activities. Coaches watch you practice specific skills and then identify areas to improve.

The idea of coaches may bring to mind Coach Carter and how he saw the potential in his players. He'd see the behaviors and patterns of thinking that were holding them back. Coach Carter would help them change bad habits and become champions.

### **The services of a coach is needed to help a person:**

- Improve productivity.
- Overcome a problem.
- Stay motivated.
- Set business-related goals and objectives and/or meet these goals.
- Identify their strengths and weaknesses.

### **Some examples of why a coachee hires the services of a coach include:**

- To make more sales.
- To fill in their knowledge gaps.
- To solve problems.
- To gain advice on how to plan or execute a marketing strategy.
- To get the support of a trained person who can hold them accountable for their performance and decisions.

## What is mentoring?

Mentoring involves a nurturing relationship where a more experienced individual, known as the mentor, provides guidance, advice, and support to a less experienced individual, known as the mentee.

The mentor-mentee relationship should be based on mutual trust, respect, and open communication. Mentoring can have a lasting and positive impact on the mentee's career.

Unlike coaching, mentoring is a longer-term, relationship-based, and highly-personalized approach that focuses on the overall career and personal growth of the mentee.

## **What is a mentor?**

A mentor helps their mentees with their personal and professional development. They are more concerned with their mentee's holistic improvement rather than specific skills that can be learned through practice.

Coach Carter, for example, cared about his players and wanted to help them become mature and confident adults as well as great players. He was a role model for them as a mentor should be.

For that reason, a mentor is usually in a more senior position that the mentee wants to grow into. So the mentor's experience is invaluable to the mentee. Their relationship extends beyond finite training and is more of a mutually beneficial relationship where they share their diverse experiences with one another for the purpose of mutual learning and development. In short, mentors can coach their mentees, but they go further and offer them advice and guidance drawn from their own experiences.

It's important to note that a mentor shouldn't be their direct manager. It could become a conflict of interest if a manager is also a mentor. They have a direct incentive to increase their mentee's performance. What if the mentee is trying to transition out of their current role? Instead, a mentor can help their mentee work towards their goals regardless of how it affects their current position.

### **B. Main Lesson**

## **What skills are required for coaching?**

Coaching includes providing information on how to develop oneself and fulfill goals. In order to determine how a person may get what they need, a certain amount of empathy and flexibility is required.

**Here are some of the key skills required for coaching:**

- Active listening
- Effective communication
- Empathy
- Problem-solving

- Goal-setting
- Time management
- Adaptable
- Patience
- Practical Feedback

## **What skills are required for mentoring?**

The finest mentoring strategy is one that provides a mentee with the information and skills they need to clear the bumps on the road, then steps back to give the mentee space to learn and grow.

**Here are some of the key skills required for mentoring:**

- Clear communication skills
- Good listener
- Great interpersonal skills
- Avoids micromanaging
- Appreciate feedback
- Empathetic
- Positive attitude
- Relevant experience

**Author:**

**<https://www.togetherplatform.com/blog/what-is-the-difference-between-mentorship-and-coaching>**