

WOMEN STEP FORWARD WĀHINE MĀ RERE KI RUNGA

Kia ora wahine toa,

I'm thrilled you have downloaded this guide with helpful hints and two checklists to get you off on your way! There is so much potential to grow and develop your skills and increase your performance when you lean into leadership tools like mentoring or coaching.

It is critical that you understand what the tools look like, how they can benefit you and that you ensure you are coach ready. Finally, it is important that you select the right person to help you by knowing the right questions to ask.

How should I go about determining my coaching goals?

Goals should be developed using SMART guidelines. Goals should be Specific, Measurable, Actionable, Realistic and Timely. Your goals should both inspire and challenge you. A good coach will help you determine the right goals for the coaching partnership.

What can I expect to pay?

Mentors from within or external to your organisation often provide mentoring services at no cost. If someone has offered their services, they are trusted and have credible advice and you can connect with them, the only answer is yes please.

Leadership, executive, business or career coaches charge anywhere from \$250 an hour - \$800 an hour (or beyond). Some coaches will negotiate packages or enter into fixed term arrangements tied into performance objectives.

The benefits of coaching are well publicised and recognised by today's employer. It is 100% standard practice for employers to fund coaching arrangements – so if you are coach ready step forward and negotiate that deal. In return, some employers may wish to help determine the coaching objectives.

How often should you meet?

It really depends but if you are in the thick of a tricky issue, you are dealing with something challenging or you are keen on stepping forward with pace, fortnightly one hour sessions might be appropriate. Monthly is also a common arrangement. Your coach should help guide you through this decision. The end date of this partnership will again depend and will be informed by the agreed coaching goals.



Leadership starts with you.

**Top tips for
developing
& advancing
your career**

Are you ready for strengths based coaching?

- ☐ You want to purposefully navigate your career
- ☐ You want to build your self awareness and confidence
- ☐ You want to discover and maximise your talents and strengths
- ☐ You are prepared to be open and reflective
- ☐ You are motivated to hear advice and guidance
- ☐ You already actively seek and act on feedback for improving performance
- ☐ You are open to try new things and are committed to change
- ☐ You want to understand and minimise your blind spots
- ☐ You can invest the time
- ☐ You motivated to do the mahi
- ☐ You are ready to manifest your dreams

If so, you have what it takes and coaching is a fabulous option for you!



Leadership starts with you.



Hiring tips

Ask a coach about.....

- ☐ The coaching approach and techniques used
- ☐ Experience, skills and qualifications
- ☐ How the coach will help you define your goals so they are inspirational and challenging
- ☐ The coach's role to help you achieve your goals
- ☐ Whether you will come away with any collateral like an action plan
- ☐ Price and payment terms
- ☐ Frequency of contact
- ☐ Duration of partnership
- ☐ Venue
- ☐ References

Coaching can be a powerful partnership

Ensure you connect and are comfortable with the coach