

COACHING AND COUNSELING

PESERTA

Ass. Manager/ Manager All Divison

Mampu membimbing dan memberikan pelatihan kepada karyawan sebagai Langkah proaktif, agar karyawan mampu untuk meningkatkan keterampilan kerja maupun pemahaman aspek-aspek kerja di lingkungan dimana ia berada, sehingga meningkatkan dan mempertahankan kinerja karyawan agar selalu optimal.

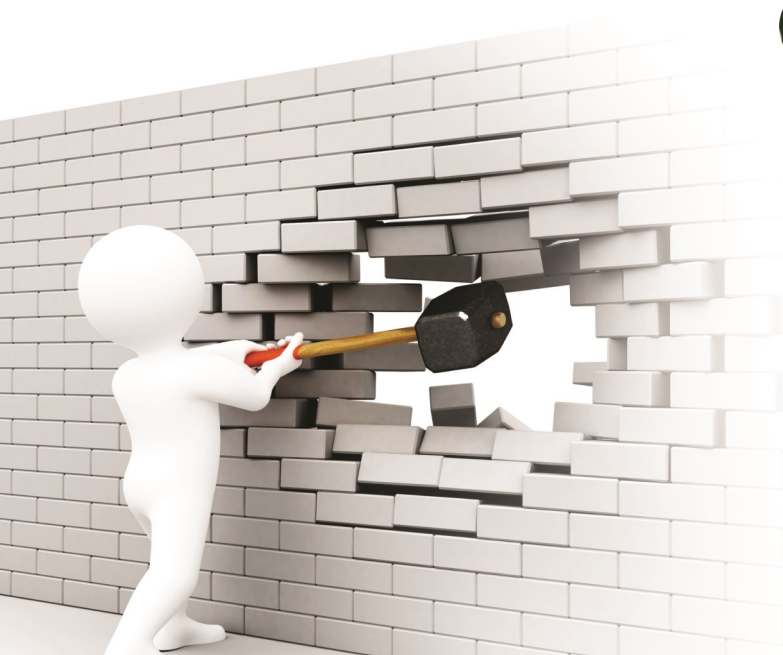
Hari 1

- Human behavior in organization
- Individual differences in organizations
- Changes in attitudes and processes
- Concepts, definitions, benefits of coaching & counseling
- Coaching in the process of self development of human resources
- Subordinates performance and gaps
- Steps for effective coaching
- Coaching performance system

KURIKULUM

Hari 2

- Definition & Benefits of Counseling
- Relationship and counseling process
- Counselor creativity in making decisions
- Techniques and steps for conducting counselling
- Manual and micro training procedures
- Process analysis in case
- Application of the concept of coaching and counseling



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