Knowledge Seekers UK

Corporate Coaching & TNA Training Needs Analysis Conference

04th - 06th November 2024

London - United Kingdom

Conference Overview

Part & parcel of required skills for HR professional and training leaders is being coach and mentor or thinking about becoming one. This special CIPD conference will help you to understand HR & training leadership based on transferring knowledge to others in your organisation by adopting the best practices of coaching and mentoring. You will listen to fresh, inspiring and experienced HR and coaching speakers. Learn how to build a culture of high HR leadership within your organisation. Case studies, discussions and debates deliver everything you need to know about the latest approaches to help you achieve your HR ambitions.

The primary purpose of this conference is to contribute to the continuing professional development of HR professionals who are currently involved in the coaching and mentoring of others by:

- *Enhancing the professional competence of Coaches and Mentors*
- *Organising best practice professional development events based on members requests*
- *Develop skills to enable coaches and mentors to take on mentees within their organisational framework*

our conference will provide delegates with an overview of what *"Agile Working"* is, how it differs from flexible working, what the drivers for agile work are, where agility can be achieved and how it can benefit both the organisation and employees, financially and culturally. If you aspire to lead your organisation to become the workplace of tomorrow and want to be recognised as the driving force behind increased profits and more efficient working practices you must attend this conference. We will show you how to improve the performance of your organisation & the individuals within it, whilst creating a culture of trust and autonomy.

Agile working is a way of working in which an organisation empowers its people to work where, when and how they choose – with maximum flexibility and minimum constraints – to optimise their performance and deliver "best in class" value and customer service. It uses communications and information technology to enable people to work in ways, which best suit their needs without the traditional limitations of where and when tasks must be performed. True agile working is a transformational tool to allow organisations to work smarter by eliminating the barriers to efficient working and maximise cost efficiencies.

Who is Right for this Conference?

It is designed for senior HR managers and training managers and their assistants that aspire to become more effective in their management and to take on greater management challenges. Guests may come from any functional background, industry, or country. You can expect a diverse group of peers with whom you will share personal reflections on HR leadership, exchange ideas, and extend your personal and professional network. Typical participant titles include:

- Chief operating officer & HR executives - Training departments
- Chief administrative assistants - Senior vice president & team leaders
- Human resources officers - Training officers - Divisional director and change managers
- HR Directors - HR Business Partners/Consultants
- Head of training dept. and personal skills coaches

Key Speakers:

Mr Peter Watts: Peter is an experienced line manager who regularly runs Leadership and Management programmes, up to and including level 5, for the Institute of Leadership and Management. He has been working with groups and individuals to develop their full potential for over 25 years. Peter works with Board level executives, managers, supervisors and 'shop floor' workers in organisations across the private and public sectors. Peter has seen many positive changes, through the use of 121 coaching, conferences, team development workshops and leadership development conferences.

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Mr. Malcolm Levene: Malcolm teaches people how they can significantly improve their life-skills, business skills and their businesses by developing their very own Personal Brand. Prior to being a full time Personal Branding coach Malcolm was known as a Personal Style expert. His clients included Tony Blair, Alastair Campbell, Michael Marks CBE and Michael Gove MP. He offers his extensive experience as it relates to enabling HR people to attain their goals, maintain focus and be highly effective in their day-to-day interactions. Malcolm's corporate clients include Prudential, Deutsche Bank, Tesco, Citigroup, Robert Walters PLC, Nestle', Volvo (UK), The Bank of New York Mellon and KPMG. Mr Levene delivered many successful workshops for Knowledge Seekers UK' international clients.

Ms Diana Pantoja: Diana is an entrepreneur, business coach and trainer with over 10 years of experience in social entrepreneurship, innovation, and leadership development.

Mrs Sarah Trought: MBA, FCIPD. HR Business Partner - specialising in talent management, employee engagement and team development. Sarah offers bespoke people and organisational development solutions to corporations. Prior to this Sarah has held senior roles, both operational and strategic, within blue-chip organsiations. She combines her human resources and business expertise with an uncanny ability to identify, select and develop great people. Sarah is a Chartered Fellow of the Institute of Personnel Development, European Coach Training and NLP Masters Coaching. Sarah has long years of corporation experience with BMW Group UK Limited & BMW (UK) Manufacturing Ltd, Aviva and BBC.

Ms Soulmaz Taherzadeh: Accomplished and highly motivated CIPD human resources professional with more than six years of experience in managing change and creating value through learning and development, managing large-scale training projects, talent strategies and HR analytics that drive optimal performance and growth. Demonstrated skills in delivering business-based solutions to complex issues and effectively coaching managers to support HR practices within department and creating positive work environment. Possess strong interpersonal, capability building, on-boarding, and leadership abilities.

Agenda

04 November 2024 (day 1)

Registration & Morning coffee (09:00 - 09:45)
You will spend the first part of the day getting to know participants and discussing what will take place during the conference. Delegates will also have an opportunity to identify their personal learning objectives.

Introduction & Ice breaking (09:45 - 10:45) *by Malcolm Levene*
- To begin, participants will explore motivation through a fun activity.
- **Supervising and Motivation:** we will look at everyday objects that represent approaches to motivation; the carrot, the whip, and the plant.
- **Creating a Motivational Climate:** This session will look at the reinforcement theory, also called the behavioural theory, of motivation.

(10:45 am - 11:00 am) coffee break

(11:00 - 12:45) *by Sarah Trought*
Understand the opportunities for agile working in your organisation: during this presentation, delegates will be introduced to several case studies.

(12:45 pm - 01:45 pm) lunch break & networking

(01:45 - 02:45) *by Diana Pantoja*
Plan a successful agile working project, avoiding the common mistakes: Pre-assignment, guests will have then chance to ask questions. During this session, speaker will discuss all responses.

(02:45 - 03:10) coffee break & networking

(03:10 - 04:30) **Leading talent management** *by Soulmaz Taherzadeh*

- ***Setting Goals:*** is an important part of coaching. This session will look at a SMART way of setting goals
- ***The Role of Values:*** Participants will explore their feelings about various mentoring factors

05 November 2024 (day 2)

(09:00 am - 09:30 am) registration & morning coffee

Coaching Fundamentals (09:30 - 10:45) *by Peter Watts*
- Define knowledge transfer at your organisation
- Five critical coaching skills
- Set the expectation of best practice in mentoring

(10:45 - 11:00) coffee break & networking

Leadership Skills (11:00 - 12:30) *by Diana Pantoja*
- Understand how coaching can be used to develop your team.
- Develop the coaching skills that help improve individual performance.
- Demonstrate the behaviors and practices of an effective coach.

(12:30 - 01:30) lunch break and networking

Benefits & Consequences (01:30 - 02:45) *by Soulmaz Taherzadeh*
- The two schools of mentoring
- Recognize employees' strengths and give them the feedback they need to succeed.

(02:45 - 03:00) networking break

Setting The Limits (03:00 - 04:30) *by Mr. Malcolm Levene*
- Identify employee problems and ways you can help to correct them.
- Some examples of Minor, Major & Gross Misconduct.
- Understand the scope and nature of the mentoring position.

06 November 2024 (day 3)

(09:00 - 09:20) morning coffee & networking

Belbin Test (09:20 - 11:00) *By Mrs. Gintare Nemanyte*

Belbin test identifies people's behavioral strengths and weaknesses in workplace and helps:

- Individuals establish productive working and HR relationships
- Select and develop high-performing teams
- Raise self-awareness and increase personal effectiveness
- Identify talent in the workplace and share problem solving works
- understand different role personality types play in how a team functions
- Increase proper communication to enhance teamwork

(11:00 - 11:15) coffee break

Agile Working skills (11:15 - 12:45) *by John Hall*
- The pressure of unforeseen or last-minute changes to your schedule
- Teamwork and its role in Agile Working
- Sustaining high levels of focus
- Managing and minimising common interruptions & distractions

(12:45 - 01:45) Lunch break

Which Belbin Team Roles do you fulfil?

| Plant | Monitor Evaluator | Co-ordinator | Resource Investigator | Implementer | Completer Finisher | Teamworker | Shaper | Specialist |

Case Study (01:45 - 03:00) *by Malcolm Levene*

Managing conflict is one of the most difficult tasks for HR Manager, and it is one of the most critical jobs. Conflict result when individuals or team members disagree. It may be regarding the resources allocation, style, goals, values and perception. Such conflict must be resolved quickly as it may result in unhappy, unproductive and resentful employees. Verbal confrontation will goes up as well as absenteeism rate.

(03:00 - 03:15) coffee break

Towards higher but measurable performance (03:15 - 04:00) *by Sarah Trought*
- Prioritising - Being decisive and minimising procrastination
- Remaining motivated and feeling satisfied with your achievements
- Habits which continually improve your productivity

(04:00 - 04:30) **Conference Closing**
- Feedback for the event and wrap-up opportunity to ask questions and fill out an action plan
- Coaching problems: To end up the conference, participants will examine case studies & offer solutions

Conference Title	**"Corporate Coaching & TNA Training Needs Analysis Conference"**
Pre- Schedule:	04-06 November 2024
Timing:	Timing: 09 am - 04:30 pm
Fees per delegate	£ 2,300 GBP
Conference Venue:	Coventry University- London Branch Address: 109-117 Middlesex Street London E1 7JF

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