

OBJECTIVE

At the end of the training programme, participants will be able to gain knowledge on mentoring and coaching

METHODOLOGIES

- Lecture
- Discussion
- Video Presentation
- Role Play

CONTENTS

- Introduction: Mentoring and Coaching
- Coaching Fundamentals and Levels of Coaching
- Building Trust and Rapport
- Developing Insight, Outcomes and Setting Goals
- Finding Resources, Giving Feedback and Resolving Conflict
- Mentoring Fundamentals
- Building a Coaching and Mentoring Culture
- Leadership Communication Techniques
- Making it Happen

TARGET GROUPS

- Direct offer to Officers of Grade 48 and above in the JPPH Malaysia

LEADERSHIP COURSE: MENTORING AND COACHING

DATE

19 – 22 Oktober 2020

VENUE

National Institute of Valuation (INSPEN)

DURATION

- 4 Days

REGISTRATION FEE

- RM 25.00

CERTIFICATE

- Certificate will only be issued to participants who fulfill attendance 100%

APPLICATION

Application for this programme must be made through the head of the respective department via on-line through the website <http://www.inspen.gov.my> or <http://myapps.inspen.gov.my/spml/portalApp/loginForm.jsp>



National Institute of Valuation (INSPEN)
Valuation and Property Services Department
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No. Telefon : 03-89118800 / 8888
No. Fax : 03 - 89258100 (Director Office) /
03-89223891 / 03-89257219 (Training)



Building A Learning Organisation

ENQUIRIES

Enquiries may be made direct to INSPEN at 03-8911 8800 or fax 03-89257219 or email to the following officer / staff:

- Mrs. Fardilla binti Mohd Taib @ Mohd Sidek
Ext. 1166 / email: fardilla@inspen.gov.my
- Mr. Khairul Nizam bin Jamal
Ext. 1212 / email: khairul@inspen.gov.my
- Mrs. Nik Marham bin Ismail
Ext. 1216 / email: nikmahram@inspen.gov.my