

Coaching Guidelines Document V1

What is Coaching?

Coaching is a developmental relationship in which one person, which would be the coach in this instance, is usually more experienced or senior and will take the time to assist the career or professional development of their mentee. A good coaching relationship is built on trust, in which there is an exchange of knowledge and experience.

What is my role as a Coach?

Your role as a coach during Zero|one|ten-Leader is to guide your leader through the program with regular interactions and check-ins to support their development and to get the best out of their Zero|one|ten-Leader training.

What is the Coach Selection Criteria?

In order to become a coach the following criteria applies:

- Permanent Employee from all areas of the business who directly supervises or manages Front Line Leaders
- Can be one level or two above Front Line leader level (generally from our Middle Management)
- Manages Team leaders, (can be a Site Manager, Production / Project Manager, or even General Manager if required).

What is the Coaching time commitment?

The time commitment would be approximately 20 - 50 min per coaching conversation for each Leader being coached. There are four coaching conversations in total, each approximately one month apart. The Coach should contact the Leader for the initial conversation. The leader will contact the Coach to arrange the remaining three conversations.

Coaching Session

A facilitator will arrange a 'Coach Chat' session (Hangout meeting) during the cohorts training. The aim is to connect the coaches supporting the cohort in training to share experiences or raise any general concerns or questions regarding the current program. These go for about 4 Hours and are 'usually' a week before Day one and a week before Day 3.

How long is the ZOTL training where I will be involved as a Coach?

The Zero|one|ten-Leader program is a three day training program, over a 3 month period. You can find a program overview on our [Zero One Ten Leader google site](#).

What do I need to do next?

Once you have been selected as a coach you will be provided with communication with your coach training requirements. Please commence this training process and reach out and connect with your Leader you are coaching.

Where can I gain more information on ZOTL?

We have a [Zero One Ten Leader google site](#) which has all you need to know about Zero|one|ten-Leader for our Leaders and Coaches. This site also has further resources and development options.

For more information contact the zero|one|ten Leader team on 0451854795 or at zero.one.ten.leader@boral.com.au