

EXECUTIVE COACHING & MENTORING

TRANSLATING COMPETENCE
INTO PERFORMANCE



FOSTERING A GROWTH-ORIENTED CULTURE OF
TRUST, EMPOWERMENT & ACCOUNTABILITY

INFLUENCE SOLUTIONS

Inspiring Leaders. Inspired Organisations.

PARTNERING ORGANISATIONS TO INFLUENCE A HIGH TRUST CULTURE

CLEAR & MEASUREABLE TAKEAWAYS

EMPOWERING SESSIONS THAT ENABLE YOU TO:

- Get clarity on your long, medium and short-term goals.
- Identify clearly the opportunities and challenges you face and evolve pragmatic solutions to deal with them.
- Better understand yourself and your impact as a leader.
- Have a better understanding of the (internal and external) stakeholders you need to engage and evolve plans to create powerful and positive relationships with them.
- Prepare an action plan to lead teams and achieve organisational and personal goals more effectively.
- Be energised so that you lead in an inspiring manner, with purpose and balance.

YOUR AGENDA – OUR FOCUS

WHO WILL BENEFIT THE MOST:

1. If you are keen to enhance your impact.
2. When you are transiting to a different role / taking on higher roles & responsibilities.
3. When your productivity or impact is currently suffering obstacles.
4. When your organisation is experiencing major change / disruption / M&A etc.
5. When you are going through a long-term development program / training.
6. When you wish to take charge of your development and career.

COACHING PROGRAM OUTLINE

GENERAL

Each assigned coachee will be provided with eight sessions of 75 min duration each, over a period of 12 months; that is, at intervals of 4-6 weeks.

Assigned coachee(s) will be entitled to a complimentary chemistry check meeting with the coach they select.

OPTIONAL VALUE-ADD:

- To bridge the gap between expectations and performance, and get actionable feedback, the sponsor or coachee may nominate stakeholders the coach can connect with in separately scheduled confidential sessions; max 2 stakeholders per additional session.
- Sponsor or Coachee may also opt for the F.I.R.S.T. 360 Leadership profile.

FOCUS OF THE FIRST SESSION

- Establishing rapport and confirming confidentiality to create a safe environment
- Clarifying experience of and expectation from this coaching
- Defining responsibilities in the coaching partnership
- Setting accountability
- Anticipating setbacks
- Identifying what is important - clarifying the coachees' primary focus
- Getting started on the primary focus
- Achieving alignment on the learnings to implement by the next session
- Enabling a deeper chemistry check between the coach and coachee
- *The coachee has the option to continue the coaching journey with the current coach, or select another Influence Solution's master coach*
- 4-6 week gap post this session - *This is an opportunity to implement learning*

THE INTERMEDIATE SESSIONS

- Discussion / sharing on actions implemented - successes and setbacks.
- Further exploration of the primary focus for learning or other areas that emerge.
- Discuss 'bumps along the way' and how they can be overcome.
- Agreement on learning to implement by the next session.
- 4-6 week gap post this session - *This is an opportunity to implement learning.*

THE FINAL SESSION

- Discussion / sharing on actions implemented - successes and setbacks.
- Further exploration of the primary focus for learning.
- Review of progress - are we done, or do we need more sessions?
- Agreement on the learning to implement and where to find ongoing support.
- **On-going learning:** *This is an opportunity to continue applying their learning & discussion on whether coachee requires on-going support.*

CUT THROUGH THE CLUTTER

CALIBRATE FOR SUCCESS

CONFIDENTIALITY

To ensure there is a safe zone for the assigned coachees, the sponsor shall not ask the Influence Solutions (ISPL) executive coach to divulge anything shared by the coachee in any coaching session. This should be communicated by the sponsor to the coachee, and will also be communicated by the ISPL executive coach to the coachee at the start of every coaching session.

(This clause does not, however apply to anything that the ISPL executive coach is legally bound to reveal).

REGULAR REVIEW

- The sponsor may carry out a review with the coachee after the 2nd session.
- On completion of the final session a compiled feedback will be submitted to the sponsor. *However, the contents of the sessions will be kept confidential and not be shared with the sponsor or any other person, unless Influence Solutions is legally required / obligated to do so.*

EXPERIENCED, VERSATILE EXECUTIVE COACHES & MENTORS

Karen Leong: www.karenleong.com

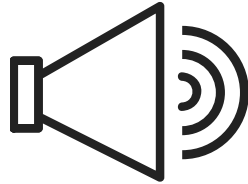
Mukul Deva: www.mukuldeva.com

Wendy Leong: www.wendy-leong.com

APPLICABLE TERMS & CONDITIONS

1. Each assigned coachee will be provided with eight sessions of 75 min duration each, over a period of 12 months; that is, at intervals of 4-6 weeks.
2. The investment will be only 950 SGD per coaching session of 75 minutes each, subject to a minimum of eight coaching sessions per coachee.
3. A special 5% discount will be applicable when five or more coachees / mentorees are assigned in the same order confirmation form / work commencement order.
4. Additional sessions requested will be at the current contracted investment provided the request from coachee/Sponsor is within 30 days of the final coaching session.
5. Additional sessions requested with coachee's stakeholders will be invoiced at the current contracted investment fee; maximum two stakeholders per session; 45-min each.
6. Coachee(s) can opt to benefit from our proprietary **F.I.R.S.T. 360 Leadership Profiling**. This provides an in-depth analysis of the coachee's competencies in being Future-Ready, Innovative, Relevant, Strategic and Trusted. It also empowers coachee with powerful actions they can take to become more F.I.R.S.T. thereby providing a strong foundation for them to develop their Thought-Leadership, People-Leadership and Results-Leadership.
7. Invoice for the sessions will be raised prior to the start of the first session and is payable within 30 days or prior to the first session, whichever is earlier.
8. The investment quoted will remain valid for all coachees assigned by the Sponsor over the next 12 months from date of the first session.
9. Coachee(s) can schedule the sessions directly with the coach. There is no fee to reschedule sessions with 24-hour notice. For cancellation of sessions with less than a 24-hour notice, the session will be deemed to be completed, unless it is due to medical emergencies and force majeure.
10. All sessions will be conducted face-to-face in Singapore or virtually via video conference or telephone, whichever is most convenient, depending on the geographic location of the coachee(s) and the social distancing rules in force then.
11. All sessions must be utilised within 12 months of the first session. Those scheduled after the 12-month period from the date of the first session will be separately billed.
12. In case the assigned coachee leaves the sponsor's organization for any reason, their remaining sessions may be transferred to any other coachee designated by the sponsor, provided these sessions are completed within the stipulated 12 months period.
13. In every case, the liability of ISPL, its coaches and mentors is limited to the amount paid by the sponsor for that particular coachee.
14. This proposal and all agreements arrived at on the basis of this are subject to the laws of the Republic of Singapore.

Inspiring Leaders. Inspired Teams.



POWER UP YOUR LEADERSHIP IMPACT, CAREER GOALS
AND ACHIEVE GREATER RESULTS

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**FOR MORE INFORMATION, GO TO
[INFLUENCE-SOLUTIONS.COM](https://www.influence-solutions.com)**

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