



Blue Shoreline was established in 2005 with the goal of helping people through the service of Life Coaching and Business Coaching.

This goal is achieved through our qualified Executive Coaching, Team Coaching and Life Coaching practice; where professional coaching is delivered, both by face to face meetings and by telephone sessions.

I am a member of EMCC and subscribe to the EMCC Code of Ethics (see [www.emccouncil.org](http://www.emccouncil.org))



For further information on any of our coaching services, please contact us on:

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Blue Shoreline Coaching

**Time Management –  
Learning by Coaching**

**Finding your solution.**

# Time Management – Learning by Coaching

Effective people have mastery of many skills. Personal time management is one of them.

At the heart of time management is the attitude of adding value. This is about achieving a positive result rather than feeling busy.

Running parallel to focusing on the right things, this team coaching event promotes other essential attitudes for the workplace. These include **life long learning**, team working and **coaching** your colleagues.

You will discover and share, time management best practice; you will also start a coaching journey, so powerful, that it will become the bedrock of your attitude to Broad Based Action.

Learn how to empower your employees and build a shared vision; align the strategy, and deliver the outstanding results from your organisation.

## Event Objectives

A team coaching event for typically 6 – 8 persons. Conducted over a morning or afternoon session.

Syndicate work is in pairs or trios.

Emphasis is on individual and group learning, using the subject of “improving our time management skills”.

Promotes Group Learning attitudes and having some fun.

Exercises stimulate group discussion on shared experiences, options and best practice.

TM score card; Time Wasters; Options; Actions.

Outcomes include individual action plans to work on skills; use tools and a commitment to ongoing peer group coaching, normally organized in matched (strategic) pairs.

Sponsor selects between individual or action groups, looking at, amongst others, Priorities; Planning; “Monkeys”; “Seeing the waste”.



for coaching as individual as *you*.

## Follow-on Events include:

Aligning the Vision

Introduction to Co-Coaching

Introducing Lean Thinking

Problem Solving – 7 steps

Employee Forums

Sales

Next steps include working top-down or bottom-up within the organisation.



Learning by Coaching from Blue Shoreline

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