

HR Guidelines from Express



Coaching Employees

If you would like to improve your employee coaching skills, use the suggestions below to help you get started:

- Engage your employees in the decision-making process as often as possible.
- Make sure your employees understand what is expected of them and how they are being measured.
- Provide continuous feedback (formal and informal).
- Use mistakes as learning (coaching) opportunities instead of taking disciplinary action, when appropriate.
- Identify your employees' strengths and help nurture their potential.
- Be willing to empower employees and promote accountability.
- Create an environment that promotes learning and independent thinking.