

Group Coaching

- ✓ For employees
- ✓ For line managers
- ✓ For HR & D&I professionals
- ✓ For the Board & Senior Leadership team

Group coaching for employees

1. Finding guilt-free ways of being a successful working parent
2. Top Tips for balancing work and home
3. Balancing work and being a parent of a special (needs) child
4. Balancing work and being Dad
5. Flex for Fathers
6. Legal aspects of elder/adult care
7. Successful flexible working

Group coaching for line managers

1. Managing high performing flexible teams
2. Flexible job design

Group coaching for HR & D&I professionals

1. Creating & facilitating high performing flexible teams
2. Flexible recruitment and job design

Group coaching for Board or Senior Leadership team

How flexible working can transform your business

Working Families has over 40 years experience of working with employers of all sizes and from all sectors and has developed a unique understanding of what it takes to be an employee-friendly, flexible and high performing organisation. Our group coaching sessions have been specially designed to change mindsets and behaviours as well as to develop line manager skills and provide practical tools to enable you to create a supportive and productive workplace.

Group coaching for employees

FINDING GUILT-FREE WAYS TO BE A SUCCESSFUL WORKING PARENT

A never ending to-do list at work, “neglected” children, too busy to exercise, eat healthily or even sleep? Are you experiencing the minefield of guilt-traps reported by 7 out of 10 working parents? This energising and freeing session explores practical ways to navigate the minefield of guilt-traps with confidence and energy.

Objectives

To explore where guilt comes from, why we feel it and how to work through it to feel energised and focussed.

Learning outcomes

- A deeper awareness of where guilt comes from, why we experience it and our own personal guilt triggers
- Connect with colleagues and share real life insight and practical experiences
- Share evidence based practical tools and techniques to recognise and deal with destructive mental patterns in order to feel energised and focused and to get a better work life balance

TOP TIPS FOR BALANCING WORK AND HOME

A quick-fire, lively session sharing the top tips UK working parents and carers find most helpful in balancing work and family life.

Objectives

To develop support, gain practical insight and build a real sense of empowerment to successfully balance work/career and family life.

Learning Outcomes:

- Develop an understanding of a practical approach to integrating work and family responsibilities.
- Gain a deepened awareness of how to ensure proper focus and attention between priorities that will support improved performance and creativity.
- Connect and share real life insight with colleagues
- Take away practical ideas that can be implemented straight away

BALANCING WORK AND BEING THE PARENT OF A SPECIAL (NEEDS) CHILD

A practical and supportive session building on the expertise of the Working Families' "Waving not Drowning" programme which support parents and carers of disabled children who want to continue working.

Objectives

To develop support, share key challenges, understand your rights and build a sense of empowerment to successfully balance your work and caring responsibilities

Learning outcomes

- Understand what workplace policies and practices can support you as a working carer
- Share the key challenges and discuss solutions with your peers
- Understand what support is available outside the workplace eg benefits
- Share our top tips for working carers

BALANCING WORK AND BEING DAD

Helping fathers fulfil their parenting aspirations and remain ambitious and productive at work

Objectives:

To identify ways of being more productive and gaining more time to be an active father.

Learning outcomes:

- Understand the significance of fathers to their children.
- Find practical things that can be done now to improve balance – at work and at home.
- Learn techniques to develop flexible working / improve productivity.
- Understand co-parenting and how to build strong relationships at home.

FLEX FOR FATHERS

Why are the levels of take-up of flexible working so low among fathers? Largely it seems due to workplace cultures and managerial attitudes that reinforce the view that flexible working is primarily for women. The result is that men don't feel confident in asking for, let alone getting, flexible working.

Objective

This interactive workshop/webinar is intended to help empower men to make a request for flexible working and will cover:

Learning outcomes

- Create their business case for working flexibly
- Define flexibility goals: decrease stress, increase productivity, seeing family, developing other activities
- Understand flexible work options: time, place, dividing work, teamwork.
- Find the flexibility in your role

LEGAL ASPECTS OF CARING FOR AN ELDERLY OR DISABLED RELATIVE

Do you now find yourself looking after an elderly parent or relative? Are you starting to get concerned that they may not have made arrangements for their old age? Are you unsure of what steps you or they should be taking?

Objective:

This session will help the carers in your workplace with the daunting and time-consuming issues facing those with adult care responsibilities.

Learning outcomes:

Find out about:

- Mental capacity
- Lasting Powers of Attorney: Property & Financial Affairs and Health and Wellbeing
- Deputies and The Court of Protection
- Care homes and fees
- State benefits and other support
- Connect and share the experience and support of other carers

SUCCESSFUL FLEXIBLE WORKING

A focused, practical session sharing the essential knowledge, tools and techniques you need to ensure that flexible working works for you, your team, your family and your organisation. Ideal for those thinking of flexible working or those new to flexible working.

Objectives:

To develop an awareness of what a flexible approach to work is and how each one of us can find a solution that will work for the us and our organisation.

Learning Outcomes:

- Deepened understanding of the business case for a flexible approach to working
- Gain an overview of the legal policy framework for flexible working

- Insight into finding the flexible options in any role, both the small “micro flexibility” as well as flexible options that may require a change of contract.
- Greater awareness of ones’ own need for flexibility
- Insight into working with decision makers to build an approach that works for you, the organisation and your family
- Take away top tips to help make flexible working a success

Group coaching for line managers

LEADING HIGH PERFORMING, FLEXIBLE TEAMS

Training for your leaders and managers in the knowledge, skills and behaviours required to develop and lead flexible/agile teams that deliver high performance whilst maintaining worklife balance and wellbeing. This can be delivered as a series of modules, a half day session or an introductory 90 minute session.

1. MODULAR SESSIONS

The 5 (or 3 or 7) step process to embed a mindset shift, catalysing and embedding high performance working that builds engagement, resilience and wellbeing. The steps broadly are:

1. Diagnostic among line manager and team
2. 3 hour workshop with cohort of (up to 18) line managers
3. ‘Homework’ period, where they start to implement some of the tools and techniques they’ve learnt, incl phone access to trainer
4. Review 3 hour workshop and shared learning/experiences
5. Diagnostic some weeks later to gauge impact plus consolidated report

Objective

To catalyse and embed high performance working that builds engagement, resilience and wellbeing. Based on more than 35 years of evidence and multi-industry, practical experience, these workshops focus on building lasting capability and practical skills.

Learning outcomes

- Insight into the drivers of high performance and how to successfully leverage these at an individual and team level; including the place of agility and work flexibility in achieving lasting high performance.

- Understanding of the business case and the barriers that block flexibility and high performance and the strategies to use in order to overcome these.
- Developing confidence and skills to lead high performing flexible teams and to share knowledge and insights with others in the organisation

Train the trainers: In some large organisations, once we have taken a critical mass of managers and leaders through this process, we can adapt the programme so that you can continue to implement the programme across the organisation yourselves.

2. HALF DAY SESSION

Objective

To develop a real understanding of how a flexible approach to work enables high performance at every level and gain an introduction to some of the practical ways to support flexibility in your own team.

Learning Outcomes

- Insight into the business case for a flexible approach to work
- Identify the flexibility in every role
- Identify the current enablers and blockers in your team and organisation
- Explore the tools that can be used to overcome blockers and start to increase flexibility in the different ways work can be done.

3. INTRODUCTION

A quick-fire, lively session to challenge and inspire leaders to take a flexible approach to work and deliver a lasting step-up in performance.

Objective

To create a mindset shift to enable flexible working to be successful

Learning outcomes

- Benefits of flexible working
- Identification of enablers and blockers
- Introduction to tools to enable managers to identify flexibility

FLEXIBLE JOB DESIGN AND MANAGING REQUESTS

A session to enable managers to manage requests for flexible working and find the flexibility in every role.

Objective

To enable managers to evaluate requests for flexible working and create successful working arrangements

Learning outcomes

- Develop an understanding of the business case for flexible working and identifying the enablers and blockers
- How to deal with a request for flexible working
- Find the flexibility in every role: general guidance and introduction to the Flexfit tool
- Practice using the tool on a range of roles
- Discover managers' top tips for making flexible arrangements work

Group coaching for HR professionals

CREATING AND FACILITATING HIGH PERFORMING FLEXIBLE TEAMS

Enable your HR and D&I specialists to become champions for flexible ways of working, so they can support your line managers from all areas of the business.

Objectives:

- Deepen insight into the business case for flexibility, including frequently asked questions
- Identify enablers and blockers
- Be empowered to support client groups embrace a flexible approach to work, for example, run team sessions to explore flexibility, identify the flexibility available in any role, engage key stakeholders and overcome objections.

Learning outcomes

- Explore the practical business case for a flexible approach to work, including the science of individual, team and organisational performance
- Identify organisational enablers and blockers, including actions to build on enablers and remove or work-around blockers
- Explore tools:
 - Finding the flexibility in any role / flexible job design / flexible resourcing
 - Identifying client team strengths and weaknesses
 - Stakeholder engagement and analysis
- How to build rapport and trust, overcoming objections
- Example client team workshop format
- Next steps: actions, roles and responsibilities

FLEXIBLE RECRUITMENT AND JOB DESIGN

A session to enable HR & D&I professionals to work with hiring managers to deal with requests for flexible working and find the flexibility in every role.

Objective

To enable HR and D&I managers to provide expert help and advice to line managers in evaluating requests for flexible working and creating successful working arrangements

Learning outcomes

- Introduction to business case for flexible working and identifying enablers and blockers
- How to deal with a request for flexible working
- Finding the flex in every role:
 - General guidance on job redesign
 - Introduction to the Flexfit job analysis tool
 - Practice analysing a role
- Using the Happy to Talk Flexible Working logo and strapline on job adverts
- Tips for recruiters and interview panels
- Tips for managers of flexible teams

Group coaching for board or senior leadership team

HOW FLEXIBLE WORKING CAN TRANSFORM YOUR BUSINESS

1 - 3 hour session for senior stakeholders/leaders/board members on opportunities, challenges, shared vision for change

Objective

This session will, at its core, aim to help participants understand and rethink flexible working as crucial to sustainable engagement and high performance, and to build personal advocacy and commitment for cultural change.

Learning outcomes

- To support participants to understand the breadth of the topic and its validity for enhanced performance, wellbeing motivation, retention and attraction
- To inspire enthusiasm, curiosity and to open the discussion and debate to think about new ways of approaching and organising work
- To help equip participants with knowledge to start to drive the change through opening discussion and articulating the performance case for flexibility
- To provide some knowledge to support a mindset shift towards, and dispel the 'myths' surrounding, flexible working
- To instil individual accountability, commitment and role modelling, to support progress with at least one actionable change that each participant will sign up to take forward

To discuss your requirements or if you have any questions

please email us at employers@workingfamilies.org.uk

or speak to Flora Wallington on

020 7153 1230.