

2020 Training and Coaching SERVICES

Leadership Development and Teams

Our commitment is to support leaders and their team to reach their full potential *One Conversation at a Time*. At Potentials Realized we understand the realities of team leadership – whether it's in person, virtual or global. We've been involved in global leadership since the early 1990s, and offer coaching, training and consulting services. Since our founding in 2004 we've had a chance to support leaders from organizations ranging from UNICEF, to municipal governments, financial services, health care, safety, energy and education. Since January 2014 we have hosted the popular daily blog for team leaders – the Teams365 blog.

We are an award-winning program design firm for our work in the financial services with coaching skills training and mentoring programming and understand that capacity development today requires more than one intervention and may involve a range of coaching, facilitation, training and consulting. We also offer mentoring and coaching skills training for leaders, virtual learning, and train-the-trainers, as well as customized programming in the Area of Coaching and Mentoring and Program Design support.

We specialize in group and team coaching, and virtual and remote approaches. Our founder, Jennifer Britton, Jennifer is the author of five books including these geared for coaches: **Effective Group Coaching** (Wiley, 2009) and **From One to Many: Best Practices for Team and Group Coaching**. In addition to being a practitioner herself, she has trained and influenced thousands of coaches in the areas of group and team coaching over the last fifteen years.

Support for Remote Workers, Virtual Teams and Global Organizations

Jennifer is a former team leader and Program Manager and Director for organizations including the United Nations as well as Canadian and British organizations. Jennifer also specializes in virtual and remote team issues and is the author of **Effective Virtual Conversations** (2017) and the 2019 **PlanDoTrack Workbook and Planner for Remote and Virtual Professionals**. **Remote Support** is found under our **Remote Pathways umbrella, including the Remote Pathways Podcast**.

Our coaching process includes not only the support with the team leader being coached, but we also host a three-way conversation (coach, client and their supervisor) ideally at the start, mid-point and end of coaching assignment. This ensures that we are able to maintain the integrity of the confidential nature of the coaching process, while facilitating conversation between the team leader and their boss, ensuring that organizational objectives get fed into coaching, as well as creating a feedback loop between the client and their boss.

Whether you are looking to design a mentoring program or leadership development academy, or host a group coaching program as part of your emerging leaders program, to coach members from across the organizational silos, or coach a team, we would welcome speaking with you about your needs and designing a customized solution.

LEADERSHIP DEVELOPMENT TRAINING

We have been involved in the design, facilitation and evaluation of leadership development programming since the early 1990s. We bring a breadth and depth of experience in designing one-off team retreats, longer team coaching engagements to year-long Leadership Development Academies. We offer customized training solutions in the areas of Team Leadership, Leading Virtual and/or Global Teams, Coaching Skills, Emotional Intelligence, Presentation Skills, Conflict Management, and Relationship Building. We can deliver training in person, virtually and also design E-Learning solutions. Programming designed by Jennifer Britton and Potentials Realized has won the Prism Award for Excellence in Coaching (2016) and the I4PL Award of Excellence – Curriculum Design (2017).

LEADERSHIP COACHING (ONE TEAM LEADER)

Individual Coaching Rate with an ICF Credentialed Coach	\$400 US or CDN/hour
15 hour package of 6 months of individual coaching (2 hours per month), plus three facilitated discussions with the leader (client), their supervisor and the coach. All coaching done by phone or skype. Travel costs are extra. Assessment Costs are extra	\$6000 US or CDN plus HST


LEADERSHIP COACHING GROUPS

Maximum 6-8 learners per group (More info at GroupCoachingEssentials.ca). These are held by phone and/or zoom.

Programs are customized for your organization. Past clients have included work around leadership styles, strengths, vision, values, high performance, leading the team. We offer the Everything DiSC assessment. Groups typically meet 2 times a month for 60 – 90 minutes conversation. Individual coaching can be added on as part of this process for each group member (typically a short 15-30-minute call once or twice a month) Coaching Groups can be stand-alone or can be embedded into your current, or emerging, leadership programming and training. Typical length 3 – 6 months.	Contact Us for a Proposal
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Learn more at
PotentialsRealized.com

 fb.com/PotentialsRealized

 Teams365 blog at
PotentialsRealized.com

 [@teams365](https://twitter.com/teams365)



COACHING LEADERSHIP TEAMS

We bring vast experience coaching teams at all levels – from C Suite, to Directors, Team Leaders to practitioners. Team Coaching Engagements usually kick off with a one or two day offsite and include a series of team coaching touch points (in person or by phone). Team Coaching incorporates the latest around High Performing Teams, strengths and systems theories. Typical length is three to six months. Refer to our Team Services brochure for more information.

**Contact Us
for a Proposal**

TRAINING IN COACHING SKILLS AND/OR MENTORING SKILLS

Several of our coaching skills training programs have been reviewed and approved by the International Coach Federation (ICF) for Continuing Coach Education Hours. We can also customized coaching skills training and mentoring skills training for your groups of leaders. Optimum group size is 8-12 learners. More info about our established, and customizable programs, at GroupCoachingEssentials.com. These are held by phone and/or skype. Program cost varies according to whether travel is involved, group size and whether materials are soft or hard copy.

Group Coaching Essentials™ – The Foundations of Group Coaching Design, and Implementation 8.75 CCEs	5 x 75-minute teleclass + Blended Learning Assignment
Advanced Group Coaching Practicum – 10 CCEs	6 x 75-minute teleclass + Blended Learning Assignment
PlanDoTrack Facilitator Training (24 CCEs)	18 hours plus 6 hours Blended Learning Assignment
Virtual Facilitation Essentials (8.5 CCEs)	5 x 75-minute teleclass + laser calls

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FACILITATION SKILLS TRAINING

Facilitation skills training is another core line of service. With more than 20+ years in process facilitation, we have been delivering train-the-trainer programs since the late 1990s. Given our extensive background in virtual facilitation we have also been called upon by organizations to “virtualize” their classroom-based programming, reducing their staff cost, time and budget! Our public and in-house offerings include:

Virtual Facilitation Skills Intensive	For those leading virtual training – webinars, virtual team meetings, virtual coaching with groups or teams. This 15-hour online Train the Trainer program delivered 2-3 times throughout the year to small groups publicly. It can also be brought in house.
Facilitation Skills Intensive – public and an in-house train-the-trainer	Geared for professionals who want to enhance their facilitation skills. Whether you are being tasked to lead a strategic planning process, a team meeting or a webinar, this course covered the foundations of facilitation, program design and provides you with several opportunities for practice and feedback. Normally delivered as a 2-day program, a customized one-day program can be developed for an in-house delivery.

ON-DEMAND PROGRAMS

Coaching and Mentoring Skills E-Learning

Are you looking to bring up to speed key members of staff in the areas of coaching and mentoring skills and don't have enough people to go through an entire training program? Consider our 8 module Coaching and Mentoring Skills E-Learning program. Created through Articulate StoryLine 2 this program can be taken individually by staff. It can be rolled out in an enterprise level, and includes customizable workbooks, worksheets and Coaching Model reminders.

We've delivered programs for:

Since 2014, we have been offering a range of on-demand programs geared for those in leadership. These are now housed at the Learning Lab and Design Studio and can be taken separately and at your own pace – Tips for Your Team and Group Programs, Inner Biz Leader Virtual Business Planning Retreat.



PARTIAL CLIENT LIST

Toronto CFA Society	Labrador Iron Mines
The Scarborough Hospital	Nestle Canada
CCAC Toronto	St. Joes Health Center - Toronto
Municipal Government Departments	Provincial Government Departments
Ontario Provincial Police	UNICEF West and Central African Regional Office
Run for the Cure	McElhanney
TrainingFolks – providing facilitation and design services to their clients in financial services, transportation and safety.	

For more information and to discuss your needs, please contact Jennifer directly at (416)996-8326.

