

When to Coach

VS

When to Mentor

- Application:**
- Share processes, skills, or knowledge
 - Take corrective action to avoid mistakes

- Situation:**
- In the moment education
 - Planned training session
 - Expectation setting meeting

- Consider:**
- Is this the right time and place?
 - Is this a new skill or addressing mistakes?
 - Are there options in the process?
 - Is the task and outcome clear?

- Application:**
- Personal and Career growth
 - Taking on a new project
 - Sharing non-performance related advice

- Situation:**
- Long-term goal-setting
 - Next job or career
 - Building leadership skills

- Consider:**
- Do I have time to mentor?
 - Is the mentee's ask clear?
 - Who is the best mentor for this person?
 - Does this mentorship align with my skills, experience, and goals?

The Manager As Coach And Mentor Training Extras S

SJ Ball



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