Introducing TeleworkManagement.com

TeleworkManagement.com has developed Coaching and Mentoring programs to assist in the development of clients and leaders. We specifically work with leaders who support teams in multiple locations or team members who work in a teleworking or telecommuting environment. Specialising in developing leaders to maximise their potential and make their hopes a reality, we can build a program to suit your requirements.

Coaching is being used increasingly in the business world. Organisations are finding that coaching is both good for business and employees. Various surveys have revealed benefits such as: improved performance; better client and customer service; increased confidence; more effective leadership; enhanced relationships; succession planning and increased goal achievement. Additionally, personal development improves self-esteem, self-awareness and other attributes which provides a stronger platform for you to succeed.

Why Telework Management and CoachStation? With over 24 years of practical leadership experience, including over a decade leading remote teams, combined with significant capability and qualifications in coaching and facilitation, we are ideally positioned to assist you. Coaching and mentoring are related, but retain significant differences in relation to the contribution from the coach or mentor. As a qualified and experienced business coach, leader, consultant, mentor and facilitator, Steve provides appropriate levels of experience and knowledge to tailor services and programs to meet your needs. Combined, this can mean the difference between transactional and transformational change for your leaders, employees and business. Telework Management is an extension of the CoachStation brand, focused on developing strength in remote management and virtual leadership, teleworking and telecommuting capability.

Developing Effectiveness and Capability

We focus on your needs. Our coaching methodology includes an understanding that coaching, mentoring and business consultancy overlap – they have considerably different inputs and focus but ultimately impact similar facets of the client and organisation.

We provide tailored coaching, mentoring and consulting programs designed for your business and each of our clients. Through a philosophy of developing relationships that have meaning, we are able to work with our client to understand the issues and roadblocks and apply the most relevant elements of each program that will add the greatest benefit.

We deliver a range of products dedicated to a personalised approach, focusing on outcomes, business culture and achieving goals. Models and tools used within the coaching and mentoring framework include DiSC Leadership and Management profiles; GROW Coaching Model; ADKAR; Solution-Focused Coaching; 360 Degree Feedback; Values Assessment and CoachStation Coaching and Mentoring models developed over many years.

Steve Riddle has well over 24 years of leadership experience, including 11 years of remote leadership. He has worked for GE, Commonwealth Bank of Australia and various other corporations and SMB’s as an employee, consultant and business coach.

Combined with formal qualifications in coaching and training/facilitation, Steve’s work skills, capability and proven experience to assist others and develop leaders provides the most solid platform to help you.

Creating the CoachStation brand in 2010 and Telework Management more recently to meet the needs of leaders who manage teams remotely, has provided opportunity to consult with business leaders and deliver development to leaders, with outstanding results and feedback.

Contact us today to discuss your coaching and mentoring options.
Program options include:

- **Coaching and Mentoring 1:1 Support**: Ongoing developmental support for clients to ensure that goals, momentum, personal, business and cultural changes are nurtured and sustained. Often used in conjunction with business consulting and/or training to support the client and broader business developmental needs.

- **Telework Management Online Leadership Development Program**: Telework Management offers an outstanding online leadership development program for new and experienced leaders and managers. As a result of the growth of teleworking, telecommuting and remote leadership, this program is designed to develop the skillset for leaders, whilst focusing on the subtle and overt differences required for leaders managing a team located offsite. The Telework Management Online Leadership Development Program consists of:
  - 10 Leadership modules – accessible online
  - 1:1 Coaching and Mentoring
  - DiSC Leadership / Management Profile
  - Access and explanation of over 30 tools, assessments, exercises and models

- **Telework Management Onsite Leadership Development Program**: In the classroom environment we will work together to ensure you develop into a more well-rounded and effective remote leader. The Telework Management Leadership Onsite Program consists of 2-days of training, completion and analysis of your DiSC Leadership / Management profile, along with access to and understanding of over 20 tools, models, resources and self-assessment exercises.

In addition, we offer various onsite development programs through our parent company, CoachStation, including:

- **Developing and Coaching Employees**: 2 Days – Focusing on the leader’s ability to engage and develop individual team member’s and whole teams. Blending with team-based development provides a powerful option.

- **Personal Values Assessment**: A 2-hour session to ultimately reach your core 7-10 values. A very powerful tool to understand motivations, beliefs and bring into conscious thought why these values matter most to you.

### Typical Coaching Program Stages

<table>
<thead>
<tr>
<th>Establish the coach-client relationship</th>
<th>Typical Mentoring Phases</th>
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<tbody>
<tr>
<td>Discuss current situation and variables</td>
<td>Client seeks out a mentor</td>
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<tr>
<td>Establish a coaching agreement</td>
<td>Relationship established</td>
</tr>
<tr>
<td>Move from a focus on the problem to focus on solutions</td>
<td>Mentoring agreement reached</td>
</tr>
<tr>
<td>Establish a strategy and specific goals</td>
<td>Transition phase – purpose established</td>
</tr>
<tr>
<td>Develop a change scenario</td>
<td>Cultivation and transformation phase</td>
</tr>
<tr>
<td>Take action and seek to achieve goals established</td>
<td>Client takes action – works towards goals</td>
</tr>
<tr>
<td>Coach the scenario – challenge, probe, break resistance</td>
<td>Reinforcement and ongoing support</td>
</tr>
<tr>
<td>Conclude the program; begin follow-up coaching</td>
<td>Conclude the formal program; separation or ongoing mentoring support</td>
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