Assessment for Coaching, Mentoring and Performance Management

Submission Instructions

Submit via Turnitin by [Insert Date] at [Insert Time]. Include a signed Assessment Declaration Form.

Formatting: Times New Roman, 12 pt, 1.5 spacing, normal margins, page numbers.

Referencing

Please use Harvard referencing (UL style). At least 5 external sources should be cited across the assignment.

Assessment Weighting

Word Count: *3600 words (+/-10%)*

Layout and Referencing: 10%

Purpose of the Assignment

This assignment will assess your ability to integrate and apply the coaching, mentoring, and performance management techniques covered throughout the four workshop modules. The focus is on real-world application in a retail context and reflection on your development as a leader.

Question 1: The Role of Coaching and Mentoring in Retail Leadership (Learning Outcomes 3, 5 and 6) 1.1: Discuss the importance of coaching and mentoring in achieving organisational goals. (15% & 600 words). 1.2: Discuss the mindset and communication skills needed to coach and mentor effectively in a fast-paced retail environment. (10% & 400 words).	**1000 words (25%)**
Question 2: Coaching Practice and Feedback Skills (Learning Outcomes 1 & 4) 2.1: Describe the application of the WEGROW coaching model in a real workplace scenario (15% & 600 words) 2.2: Describe your use of the SBI model and feedforward in feedback conversations (10% & 400 words).	**1000 words (25%)**
Question 3: Managing Performance Through Conversations (Learning Outcome 2) 3.1: Explain how you would conduct a performance improvement conversation using the Plan – Act – Monitor – Review cycle (10% & 400 words) 3.2: 2. Differentiate between skill and will gaps and outline appropriate manager responses (10% & 400 words).	**800 words (20%)**
Question 4: Personal Leadership Reflection & Integration Plan (Learning Outcome 6) 4.1: How would you describe your current leadership and communication style, and how do you think this shows up when you're coaching or mentoring someone (10% & 400 words)? 4.2: What personal habits or awareness would you like to develop to become a better coach or mentor for your team (10% & 400 words)?	**800 words (20%)**
Layout and Referencing	**10%**