

# Law Society Finuas Skillnet

Coaching Skills for Solicitors  
and Practice Managers

28 February – 3 April 2020  
The Richmond Education  
& Event Centre  
No.1 North  
Brunswick Street, Dublin 7



## Training Approach

Our approach is a combination of theory and experiential learning, providing participants with the tools and frameworks required to understand when coaching is appropriate; to hold effective coaching conversations; and to use a coaching approach for talent development and management.

As well as providing an overview of the latest coaching theory and practice models, participants will identify a development agenda and will experience being coached in relation to personal career goals. Feedback will be offered on progress throughout the Programme alongside learning how to develop teams.

Practice and reflection are key elements in the adult learning process. Our approach is to engage our delegates actively in coach practice - both on the Programme and over the three month period of the training.

### What you will learn on this programme

- Definition and the role of coaching in business and organisational contexts
- Differences between coaching and mentoring
- Principles of coaching, coaching tools and methods
- Coaching for employee engagement, performance and motivation
- The psychology of change and how this applies to you and your employees in business
- Manager as coach and flexing leadership styles
- Using coaching skills to develop your team



# Overview...

<b>DATES:</b>	<b>Workshop 1:</b> Friday 28 & 29 February 2020 <b>Workshop 2:</b> Friday 20 March 2020 <b>Workshop 3:</b> Friday 3 April 2020
<b>TIME:</b>	9:30am to 5.00pm (each day)
<b>VENUE:</b>	The Richmond Education & Event Centre, No.1 North Brunswick Street, Dublin 7
<b>FEE:</b>	€1400
<b>DISCOUNTED* FEE:</b>	€1200
<b>CPD HOURS:</b>	Full General and Full Management & Professional Development Skills required for 2020 (by Group Study) provided all sessions are attended.
<b>PROGRAMME CODE:</b>	S2002

\*Usually applicable to Law Society Finuas Skillnet members

## WORKSHOPS: Coaching for performance for Solicitors & Practice Managers

### Workshop 1:

Friday 28 & Saturday 29 February 2020 -  
9:30am to 5.00pm

### Workshop 2:

Friday 20 March 2020 - 9:30am to 5.00pm

### Workshop 3:

Friday 3 April 2020 - 9:30am to 5.00pm

## Performance Coaching & Assessment

Delegates will complete 6 hours performance coaching and a 1000-word essay reflecting on their coach practice and use of coaching skills, tools and methods. This is to be submitted within four weeks of programme completion.

Support will be available throughout the programme and a recommended reading list will be provided.

Please note numbers  
are strictly limited on  
this programme – early  
booking is advised.



# Programme team includes



**Antoinette Moriarty,  
Programme Director**

Antoinette trained as a psychotherapist in Dublin and at Metanoia Institute, London. She has over 20 years' experience designing and leading professional and executive development for lawyers and other executive leaders. Antoinette is interested in exploring the inter-play between our professional roles and our personal identity. In addition to her private Psychotherapy practice ([www.professionaltherapy.ie](http://www.professionaltherapy.ie)), Antoinette leads the Law School Psychological Services and designs the psychological elements of solicitors' training.



**Isolde Norris  
Lead Trainer**

Isolde is an executive coach, coach tutor and coach supervisor. She holds a Master's in Business and Executive Coaching and a Master's in Business Administration. She is an accredited professional coach with the Association for Coaching. With over 25 years' experience working in both large and small organisations, Isolde's career has always involved a strong focus on building effective and high-performing teams in high pace and high change environments. Isolde now coaches leaders and teams from a diverse range of industry sectors. Her website is [www.koiconsulting.ie](http://www.koiconsulting.ie) and her LinkedIn page is <https://www.linkedin.com/in/isoldenorris/>.



**Pamela Fay  
Lead Trainer**

Pamela is an executive coach, coach tutor and coach supervisor. She holds a Masters in Executive Coaching and a Masters in International Marketing. Accredited by both Ashridge Business School in the UK and the EMCC, Pamela has been coaching for over ten years. Prior to that Pamela worked for Bord Bia and Diageo and had a performance management consulting business. Her practice website is [www.pamelafay.ie](http://www.pamelafay.ie) and her LinkedIn page is <https://www.linkedin.com/in/pamelafay/>.



# Testimonials

"Participating in the Coaching skills for managers programme has been very beneficial to me in several ways: not only did it enable me to develop a network of like-minded legal professionals but it also helped me to refresh my coaching skills (used in a previous professional corporate career) and strengthen the deep sense of coaching culture within my firm. The techniques reviewed during the coaching programme and the coaching practice exercises have been essential to making this programme a success. I would recommend it to anyone who is managing teams and/or has a keen interest in acquiring and/or developing their coaching skills."

**Sandrine Greene, Director of Operations,  
Tracey Solicitors, Dublin**

"The Coaching Skills for Managers course has allowed me to better understand myself and others. It has given me the tools to develop new ways to respond to challenging situations and helped me to build more productive working relationships with my colleagues."

**Michael Moore, Director, Legal Services,  
KPMG Ireland**

## Contact

For more information contact us:

**T +353 1 881 5727**  
**E [finuasskillnet@lawsociety.ie](mailto:finuasskillnet@lawsociety.ie)**

**[www.lawsociety.ie/LSPT](http://www.lawsociety.ie/LSPT)**

Irish Institute of Training & Development – Multiple Award Winners  
Awarded for Excellence & Innovation in Training & Development

Law Society Finuas Skillnet is co-funded by Skillnet Ireland and member companies. Skillnet Ireland is funded from the National Training Fund through the Department of Education and Skills.



An Roinn Oideachais  
agus Scileanna  
Department of  
Education and Skills

**Skillnet.**  
IRELAND





## Booking / Profile Form

Coaching Skills for Solicitors and Practice Managers

Event code: **2002**

**Welcome to your Law Society Finuas Skillnet training programme. This Participant Profile Form is used by the Law Society Finuas Skillnet and Skillnet Ireland to collect profile information relating to participants on training programmes partially or fully funded by Skillnet Ireland from the National Training Fund through the Department of Education and Skills (DES).**

We ask you to complete this Form where you will share certain personal details. At the end of your training programme you will be asked to complete a Reaction to Learning Form. The data you provide is invaluable to our continued efforts to provide a wide range of relevant and desirable training programmes, to communicate with you, and to enable us to operate effectively.

Law Society Finuas Skillnet and Skillnet Ireland will comply with all applicable Data Protection Legislation in the processing of the information and personal data provided by you in this Form and the Reaction to Learning Form. Your data will be processed in line with our Privacy Statement which can be found at: <https://www.lawsociety.ie/globalassets/documents/lcpt/Privacy-Statement-LSPT-Finuas-Skillnet.pdf>

**Your information will be shared with third parties in certain specific circumstances:**

- 1) for the purposes of delivering Skillnet Ireland training programmes via the Law Society Finuas Skillnet

- 2) for the purposes of furnishing details to the CPD Scheme section to prove your attendance at our training
- 3) for the purposes of securely storing participant information with our IT services provider
- 4) for the purpose of conducting surveys to evaluate the quality and impact of the programmes delivered by Law Society Finuas Skillnet. For such surveys, you may be contacted at some point in the future (no longer than 24 months following completion of your training either by telephone or email)
- 5) for the purpose of providing the Department of Education and Skills (DES) with statistical information to help inform national policy in relation to skills. Only aggregated and statistical data will be reported to the DES.

Should you have any queries in relation to this information please email: [finuasskillnet@lawsociety.ie](mailto:finuasskillnet@lawsociety.ie)

## Section A: TO BE COMPLETED BY ALL PARTICIPANTS

First Name: ..... Surname: .....  
Phone number: ..... Email Address: .....  
Solicitor number: ..... Firm name: .....  
Firm address: .....  
If you have any special dietary requirements, please specify: .....  
  
Signature: ..... Date: .....

☐ If you wish to receive ongoing course notifications, please tick the box provided

## Section B: PAYMENT DETAILS

Fee: €1,400 Discounted\* Fee: €1,200

(\*Law Society Finuas Skillnet members)

I enclose a cheque in the sum of € ..... payable to the LAW SOCIETY FINUAS SKILLNET

You are authorised to charge to my credit card € .....

Card No: ..... Expiry Date: ...../.....  
CVV2\*: .....  
\*(last 3 digits of security code on reverse of card) .....  
MASTERCARD ☐ VISA ☐ OTHER ☐  
Cardholder's Signature: .....

Please indicate where you heard about this event? (please tick)

☐ Law Society website ☐ Professional Training Brochure ☐ Social Media  
☐ Gazette ☐ Other (please state) .....

**The Law Society Finuas Skillnet Team reserves the right to cancel a training event due to unforeseen circumstances or substitute speakers without prior notice.**

**Payment:** Payment must accompany registration and be made by cheque or credit card. Please make sure all cheques are made payable to the Law Society Finuas Skillnet **ONLY**.

**Cancellation:** Cancellations must be received in writing (email accepted) three working days before the training event. Cancellations received after this will incur the full training event fee. In this instance a copy of the materials will be posted out following the training event.

**Substitute Attendance:** If you are unable to attend, a substitute from your firm may attend in your place. Please inform us of any changes in advance of the training event.

**Acknowledgement of Registration:** If you have not received acknowledgement of your training event registration one week before the training event, please telephone the Law Society Finuas Skillnet Team in Dublin on **01 881 5727** or by e-mail: [Finuasskillnet@lawsociety.ie](mailto:Finuasskillnet@lawsociety.ie)

**CPD Hours:** The number of hours indicated in Law Society Finuas Skillnet training brochures, are intended as a guide only. Actual attendance at training events should only be claimed as part of your requirement.

**Contact Details:** Please return all completed forms to Law Society Finuas Skillnet Team, Law Society of Ireland, Blackhall Place, Dublin 7. DX 79 Dublin Telephone: **01 881 5727** Fax: **01 672 4890** Email: [Finuasskillnet@lawsociety.ie](mailto:Finuasskillnet@lawsociety.ie) Website: [www.lawsociety.ie](http://www.lawsociety.ie)

**For further information on Skillnet Ireland and our Learning Networks please visit [www.skillnetireland.ie](http://www.skillnetireland.ie)**

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