

# The Manager as Coach

## Improved Performance in the Workplace

A compact way of learning comprehensive coaching skills

## Booking Form

Open training programme 2010

A great value COMPLETE package which covers:		Timing / Dates
Pre-workshop	1h individual coaching + leadership questionnaire	From 4 weeks before Module 1
Module 1 Foundation Level	2 day group workshop (max. 12 participants)	15th - 16th September, 2010
Implementation Phase	1h individual coaching + hotline support	Between Modules 1 & 2
Module 2 Follow-up	1 day group workshop	30th November, 2010
Reinforcement	2 x 1h individual coaching + hotline support	Six week period after Module 2

### Location

Group sessions will be held in Geneva, Switzerland (Mövenpick Hotel)  
Individual coaching and hotline support by telephone.

### Cost\*

**EARLY BIRD BONUS: -20% BOOK NOW!!**

For all enrolments received and paid by 28th May, 2010

Early bird bonus rate: CHF 2,800      Standard rate: CHF 3,500

\* All prices per person and inclusive of course tuition (Modules 1 & 2, material, two coffee breaks per workshop day and lunch), 4 individual telephone coaching sessions and telephone hotline support. Excludes VAT. Special rate available for hotel accommodation if required (room and breakfast) at each participant's own expense.

Please enrol me in the " Manager as Coach" and send me an invoice:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Position: \_\_\_\_\_

Company: \_\_\_\_\_

Company  
VAT number: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

Tel: \_\_\_\_\_

Signature: \_\_\_\_\_

I have read the notes and terms below

Please print out, complete and sign this form and send a scan by e-mail to: [maureen@thetrainingbox.eu.com](mailto:maureen@thetrainingbox.eu.com)

Or alternatively return by fax to: +41 (0)22 367 2049

Questions? Please call Maureen on +41 (0)79 794 5339

Confirmation of booking required in writing from the client by fax / e-mail. Payment is requested upon receipt of invoice.  
Please note that you are only officially enrolled once your payment has been received.  
N.B. This programme officially begins with the pre-workshop phase approximately one month before Module 1.  
Cancellation fees apply: 8 - 6 weeks before Module 1: 20% 6 - 4 weeks before Module 1: 50%  
For any cancellations received after this date, the full fee is applicable.