AI IN LEADERSHIP: COACHING AND SUCCESSION

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COURSE LENGTH: 0.5 DAYS

Difficult 1-on-1 conversations are among the most critical and often most avoidedtasks for leaders. Whether addressing performance issues, delivering tough feedback, or handling sensitive topics, these conversations demand clarity, emotional intelligence, and preparation.

Using AI in Leadership: Having Difficult 1-on-1 Conversations is designed to help leaders master the art of tough conversations using the support of artificial intelligence, especially large language models like ChatGPT (REACH LX).

This course goes beyond theory. It helps you understand why these conversations are challenging, how your personal tendencies affect your approach, and how to leverage AI to prepare, practice, and respond with empathy and confidence. You'll explore ethical considerations, prompt-writing techniques, and how AI can help build resilience and communication clarity.

This course is ideal for managers, team leaders, HR professionals, and executives seeking to improve their ability to connect, correct, and support their people—without losing the human touch.

**Please note, these classes run to a very tight schedule, please follow the invitation and join the class 10-minutes prior to commencement so you are ready to participate and don't miss a minute!

AI IN LEADERSHIP: COACHING AND SUCCESSION COURSE OUTLINE

FOREWORD

Great leadership is not about control it's about cultivating others.

As the demands on leaders increase, coaching and succession planning have never been more essential. But even the most experienced leaders sometimes struggle with where to start, what to ask, or how to identify future potential across their teams.

That's where AI comes in - not to replace the human side of leadership, but to amplify it.

In *Using AI in Leadership: Coaching and Succession*, you'll explore how tools like ChatGPT (REACH LX) can support your ability to coach with greater depth, consistency, and creativity. You'll learn to prompt AI for insights, create frameworks for career development conversations, and enhance your ability to empower others without overextending yourself.

The goal isn't more automation. It's more impact with less overwhelm.

OUTCOMES

After Completing this course you will know how to:
- Recognise what makes and Effective Coach
- Identify Strengths and Growth Areas in Team Members
- Use AI to Support Coaching Conversations
- Access Insights for Talent Development and Readiness
- Integrate AI into Ongoing Develoment and Career Planning

MODULES

Lesson 1: Can Anyone Be a Coach?
- Defining Coaching vs Managing
- Explore Leadership Mindsets that Support Development
- Understand Coaching Skills and What Holds Leaders Back
- What kind of Coach are you?

Lesson 2: Viewing Strengths and Opportunities for Growth
- Idenitfying Performance vs Potential
- Strengths based Leadership: what to look out for and how to support it
- Development Feedback that Inspires Growth
- Using AI to Map Strengths and Skills Gaps

Lesson 3: How Can AI Help Coaching?
- Understanding the Role of Large Language Models (LLM) in Coaching Support
- How AI can assist with Question Creation, Feedbcak Refinement and Idea Generation

Lesson 4: Getting Coaching Insights and Guidance from AI
- Prompting for Insight: from 'what's next?' to 'whats missing?'

- Responsible Use of AI in Performance and Development Conversations
- What not to Delegate to AI: Keeping the 'human' in Coaching
- Demo: Coaching Scripts and Prompts in ChatGPT (REACH LX)

- Using AI to Simulate Coaching Conversations and Test Approaches
- AI Generated Coaching Questions, Follow up paths and Reflection Frameworks

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WEB LINKS

- ➢ View this course online
- ➢ In-house Training Instant Quote