



European Academy  
of Innovation

+421 915 433 320

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[www.erasmus-training.eu](http://www.erasmus-training.eu)

## Mentoring, Leadership & Coaching

### Training plan

#### Day 1 – Terminology and differences

09:00 – 10:30	<ul style="list-style-type: none"><li>- Presentation of the project, venue, trainers, programme</li><li>- Getting to know each other</li><li>- Presentation of the participants and their universities</li><li>- Setting the rules</li></ul>
10:30-10:45	Break
10:45-12:15	<ul style="list-style-type: none"><li>- Differences between counselling, mentoring, coaching, leadership</li><li>- Communication in the Academic culture</li></ul>
12:15-13:00	Lunch Break
13:00-15:00	<ul style="list-style-type: none"><li>- Team Dynamics</li><li>- Belbin Team Roles</li><li>- SWOT analysis</li><li>- Reflection of the day</li></ul>

\* International Picnic

#### Day 2 – Leadership & Mentoring

09:00 – 10:30	<ul style="list-style-type: none"><li>- SMART(ER) goals</li><li>- NAOMIE model</li><li>- Types of success</li><li>- Delegating the workload</li></ul>
10:30-10:45	Break
10:45-12:15	<ul style="list-style-type: none"><li>- Conflict management &amp; Negotiation</li><li>- Motivating the Team</li><li>- Leadership at the University</li></ul>
12:15-13:00	Lunch
13:00-15:00	<ul style="list-style-type: none"><li>- Being Mentor in University Environment</li><li>- Thinking about Mentoring</li><li>- Mentoring Process</li><li>- Reflection of the day</li></ul>

\* Afternoon Walking City Tour



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### Day 3 – Mentoring & Coaching

09:00 – 10:30	<ul style="list-style-type: none"> <li>- Mentor - Mentee Relationship</li> <li>- How to Be Great Mentor</li> </ul>
10:30-10:45	Break
10:45-12:15	<ul style="list-style-type: none"> <li>- Obstacles and Challenges of Mentoring</li> <li>- Experience Sharing</li> </ul>
12:15-13:00	Lunch Break
13:00-15:00	<ul style="list-style-type: none"> <li>- Why is coaching important? What do we need it for?</li> <li>- Johari's Window of opportunities</li> <li>- Feedback &amp; The Circle of Creativity</li> <li>- Reflection of the day</li> </ul>

\* Digitalarium & Planetarium - Morava

### Day 4 – Coaching

09:00 – 10:30	<ul style="list-style-type: none"> <li>- Are you the creator of your own life? - Victim/Accountable chart</li> <li>- Wheel of life</li> <li>- Coaching questions</li> </ul>
10:30-10:45	Break
10:45-12:15	<ul style="list-style-type: none"> <li>- GROW model</li> <li>- Thoughts &amp; Feelings</li> <li>- Thinking traps</li> </ul>
12:15-13:00	Lunch Break
13:00-15:00	<ul style="list-style-type: none"> <li>- Neuro linguistic programming – Distortion, deletion, generalisation</li> <li>- Practicing coaching in trios</li> <li>- Reflection of the day</li> </ul>

\* Traditional Czech Dinner

### Day 5 – Coaching & Emotions

09:00 – 10:30	<ul style="list-style-type: none"> <li>- Reframing</li> <li>- Backtracking, Summarising, Paraphrasing, Lazy coach</li> <li>- Practicing coaching in duos</li> </ul>
10:30-10:45	Break
10:45-12:15	<ul style="list-style-type: none"> <li>- Power of silence</li> <li>- State management of emotions</li> <li>- Overcoming challenges</li> </ul>
12:15-13:00	Lunch Break



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13:00-15:00	<ul style="list-style-type: none"><li>- Staying Here &amp; Now</li><li>- Wrap up and final revision of the project</li><li>- Final feedback</li><li>- Graduation</li></ul>
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**Don't miss:**

- ✓ [Špilberk castle and the Brno city museum](#)
- ✓ [Villa Tugendhat](#)
- ✓ [Capuchin crypt & mummies](#)
- ✓ [Jurkovič house](#)
- ✓ [Ossuary at St. Jame's church](#)
- ✓ [Dietrichstein Palace and the Moravian Museum](#)
- ✓ [Mendel museum & Augustinian abbey](#)
- ✓ [Veverí castle and Brno dam](#)
- ✓ [Digitarium & Planetarium Brno](#)
- ✓ [The Labyrinth & Mint Master's Cellar](#)
- ✓ [Open garden](#)



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## The Trainers



### **Filip Kňáček trainer, facilitator, pharmacist, volunteer, coach**

Filip is 5 years in non-formal education environment. He has extensive experience with short-term soft skills trainings aimed on topics such as time management, presentations skills, leadership, communication, personality types, body language & movement, coaching and intercultural differences. He has written and organised trainings, workshops, projects and also conferences in professional and self-developmental environment. He studied Pharmacy at the University of Veterinary and Pharmaceutical Sciences Brno where he also works at the time and establishes cooperation of the University with third parties. Currently he is mainly focusing on self-developmental topics in the youth and academic field. He is also organising his own local workshops for public on the topics of self-love, trust and life behavioral patterns. In his work he is using different coaching approaches, working through embodiment, reflections and daring activities. He is actively volunteering in Czech NGO Brno Connected, which is part of Synergy group.



### **Adéla Firlová pharmacist by training, creative dreamer by soul**

In December 2014, she became the soft-skills trainer and ever since then, she has delivered many trainings all across the Europe. Her favourite topics are creativity, improvisation, mentoring and cultural differences. After graduating as pharmacist, she worked in a pharmacy for two years to find out she needs something more creative. Since 2017, she has been a practical lab lecturer for two subjects at Faculty of Pharmacy Brno - Analytical Chemistry and Drug Analysis, therefore, she has the experience also with formal education of adults. Adela has also worked as Vice President of Education for European Pharmaceutical Students' Association - preparing educational programme for European Congresses (each with 300 participants) as well as online webinars with both educational and soft-skills content, so you can tell that edu topics are very close to her.