

# THE PERSONAL/INDIVIDUAL COACHING PROCESS

## **THE FREE 30 MINUTE CONSULTATION....**

The free 30 minute consultation call provides us both the opportunity to get to know each other a little. I will be prepared to answer any questions that you may have and I will also have some questions for you. The consultation will hopefully allow you to briefly describe what you hope to get out of coaching and what your goals are. Most importantly, it's your opportunity to see if you want to hire me as your coach, to see if you feel like there's a fit between your goals, and what I have to offer.

Soon after our 30 minute consultation, we will decide how many months you want to commit to coaching and choose the coaching program that best fits your time and your financial situation.

At that point, we will be ready to schedule your first coaching call!

## **AT THE VERY BEGINNING....**

**I will ask lots of questions.** During the early stages of our coaching relationship, I will be asking question to find out where you are in your life, and most importantly, where you want to be. We'll also talk about where you've been, and what you've already tried in order to reach your goals. I'll have you describe the parts of your life that are working and the parts that are not.

**We will establish where the focus needs to be.** One of the most critical parts of my job is to help keep you on track and hold you accountable. The discussions that happen at the beginning of our relationship will be critical to assist me in becoming clear on what we need to focus on and what your agenda is.

**I may ask you to complete a variety of questionnaires and goal/values exercises.** Asking you to do some contemplation activities prior to our coaching sessions will help us to maximize our time together, and allow us to have even more focus and clarify around what's important to you.

## **DURING THE COACHING RELATIONSHIP....**

**Typically, our sessions will be an hour long, three times a month.** You will find that most coaching sessions will run anywhere from 30 minutes to an hour. Coaching is a relationship.

And my ability to create an environment of trust, safety, support and connection is increased when we spend more time together.

**Our sessions will begin with a check in.** I'll be looking for a brief general overview of your week. And in particular, we'll look at the previous week's homework. There will always be some sort of homework assignment that we will develop together. We will establish what the homework will be based on each week's session. The homework is designed to deepen the session's learnings, to continue with coaching's goal to move the client forward and most importantly, to keep you accountable to your agenda and purpose.

After reviewing the homework, we then get into coaching on a specific area that needs to be addressed.

**We end our session by creating the assignment and celebrating your achievements.** When we are in the process of change and development, it is sometimes difficult to see the progress that we have made. Ending our call by celebrating the previous week's achievements and/or learnings is important for in order to celebrate how far you've come.