

What to Expect from a Coach & What Your Coach Expects from You

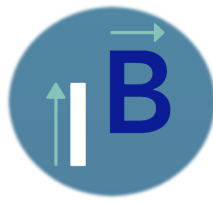
The gift of a coaching relationship is that it is a partnership between the Client and the Coach. Coaching is a goal driven engagement. The Client determines what they want to accomplish by working with a Coach, and the Client drives the agenda for the sessions. The Coach is committed to the Client's goals, and the Coach applies all their competencies to helping the Client achieve those goals.

In all interactions, the Client can expect that the Coach will:

1. Be fully present.
2. Help the Client stay focused on their stated goal(s) or refocus if their goals evolve.
3. Listen carefully and ask open-ended and thought-provoking questions for self-reflection and learning.
4. Give feedback and call attention to the Client's actions or behaviors that do not match their words or their goals.

The chart below details the responsibilities of the Client and the corresponding responsibilities of the Coach. The Client sets the goal; the Coach walks alongside to help them achieve it.

First Coaching Session	
Client	Coach
<ul style="list-style-type: none">• Be able to identify why you are working with a Coach – your goal(s).• Share with your Coach the primary areas you wish to focus on.	<ul style="list-style-type: none">• Is able to articulate what they have heard from you as your primary area(s) of focus.• Is able to help you identify where to begin if you have more than one focus.
<ul style="list-style-type: none">• Share with your Coach what you need from them and be comfortable that your Coach's style is compatible.	<ul style="list-style-type: none">• Asks questions to learn about:<ul style="list-style-type: none">○ Your preferred learning style and use of resources.○ How comfortable you are with receiving feedback.• Communicates that their coaching style is compatible with your learning and feedback needs.
<ul style="list-style-type: none">• Share with your Coach if and when you may need advice (consulting) rather than thought-provoking questions (coaching).	<ul style="list-style-type: none">• Clarifies whenever they are consulting rather than coaching and asks your permission before giving advice.



<ul style="list-style-type: none"> • Commit to engaging in the coaching process, to being open to learning and taking action on your goals, and to stretching yourself. 	<ul style="list-style-type: none"> • Commits to being fully present for each coaching session, staying focused on your agenda, giving honest feedback, and encouraging your insights with thought-provoking questions.
--	---

Co-develop your schedule for sessions, when and how often to meet and the duration of the engagement.

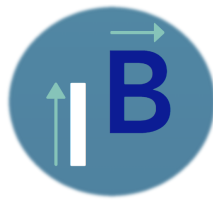
<ul style="list-style-type: none"> • Review the Coaching Agreement, adjust if needed, and demonstrate your commitment by signing the Coaching Agreement. 	<ul style="list-style-type: none"> • Reviews the Coaching Agreement and ensure that it reflects the goals and other expectations defined in your initial meeting and demonstrates commitment by signing the Coaching Agreement.
---	--

Ongoing Coaching Sessions

Client	Coach
<ul style="list-style-type: none"> • Initiate the call or meeting on time and be fully present and free of distractions. 	<ul style="list-style-type: none"> • Is fully present at the time of the scheduled session and is immediately welcoming and focused.
<ul style="list-style-type: none"> • Set the agenda for each coaching session. Recognize that for some sessions, you may need to focus on something more immediate than your primary stated goal(s). 	<ul style="list-style-type: none"> • Recognizes you determine the agenda, supports your intentions for the session and holds your primary goal(s) when you need to focus on something more immediate.

Coaching is not always a straight line. Making progress may mean spending sessions on immediate matters that may not seem to relate to your overall goal. Your coach will be the holder of your goals and bring you back to them as you work together.

<ul style="list-style-type: none"> • Being candid and courageous with yourself and your Coach. Reflect on their observations and correct their insights when needed. 	<ul style="list-style-type: none"> • Listens to your words, observes your behaviors, asks open-ended, thought-provoking questions, and tests out observations and insights for your self-reflection and learning.
<ul style="list-style-type: none"> • Be prepared for session reflection. <ul style="list-style-type: none"> ○ Did you make progress on your goal for the session? ○ If not, are you satisfied with what was accomplished? What will you do differently next time? What do you need your Coach to do differently? 	<ul style="list-style-type: none"> • Provides a recap of what you have accomplished in your session for your reflection and feedback. <ul style="list-style-type: none"> ○ Did the Client make progress on their goal? ○ If not, were they satisfied with what was accomplished? What will they commit to doing differently next time? What do they need you (as the Coach) to do differently?



Co-Creating Assignments:

- Most of your progress will happen between sessions as you put new insights into practice.
- Your Coach will ask you what you can commit to doing between sessions that will help you build on your progress and will help you identify only the level of effort to which you can commit.
- Your Coach may also challenge you to do more, but you will determine what is possible.

Between Sessions	
Client	Coach
<ul style="list-style-type: none"> • Hold yourself accountable. Follow through on your commitments. If you cannot or do not follow through, reflect on what may have interfered so you can adjust next time. 	<ul style="list-style-type: none"> • Celebrates your between-session accomplishments. • If you have trouble keeping your commitments, helps you explore the reasons and make adjustments.

Completing a Coaching Engagement	
Client	Coach
	<ul style="list-style-type: none"> • Reminds you when you are approaching the final session so that you review your progress and direct how you want to use your last sessions.
<ul style="list-style-type: none"> • When you finish the agreed upon number of sessions, reflect on your progress and your coaching engagement. 	<ul style="list-style-type: none"> • Encourages your reflections, celebrates your accomplishments, and supports your consideration of your next steps.