



# *5Q Coaching Skills 101*

## *Session 1 of 3*



# **5Q Coaching Skills 101**

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# *5Q Coaching Skills 101*



Session 1: The COACH Model

Session 2: APEST applied to coaches

Session 3: APEST applied to clients



# *5Q Coaching Skills 101*



## ***Outcomes of 3-Session Coach Training?***

1. A workable definition of what coaching is and isn't
2. Understand how your APEST shapes your coaching (applied to you as a coach)
3. Understand how your client's APEST shapes your coaching relationship with them

# 5Q Coaching Skills 101

## ***What is coaching?***

*“Coaching is an ongoing, intentional conversation that empowers a person or group to fully live out God’s calling.” – Keith Webb*





# 5Q Coaching Skills 101



*“Coaching is an **ongoing** intentional conversation that empowers a person or group to fully live out their calling.”*

- Coaches usually meet with their clients every two weeks
- Coaching relationships usually last 3 – 12 months or longer



# 5Q Coaching Skills 101



*“Coaching is an ongoing **intentional** conversation that empowers a person or group to fully live out their calling.”*

- The coach guides the client through a specific process
- These are focused conversations on what is most important to the client



# 5Q Coaching Skills 101



*“Coaching is an ongoing intentional **conversation** that empowers a person or group to fully live out their calling.”*

- The coach does more listening than talking
- Skillful dialogue brings about awareness that leads to action



# 5Q Coaching Skills 101



*“Coaching is an ongoing intentional conversation that **empowers** a person or group to fully live out their calling.”*

- Coaching is all about the client, their issues, outcomes, “aha” moments, action steps, and growth.
- Through guided self-discovery, the client owns their insights and constructs their plan to achieve their goals.



# 5Q Coaching Skills 101



## *What is coaching? Huh!*

- Coaches don't talk, they listen.
- Coaches don't give information, they ask questions.
- Coaches don't offer ideas, they generate ideas from clients.
- Coaches don't share their stories, they tap into the client's experience.
- Coaches don't present solutions, they expand the client's thinking.
- Coaches don't give recommendations, they empower clients to choose.



# 5Q Coaching Skills 101



## *What isn't coaching?*

*It's not **therapy***

Although many of the communication techniques are the same, like active listening, reflecting, use of questions, limited advice giving, etc., therapy focuses on the ***past*** to bring healing and unblock a person to move ahead. Coaching is ***future and action-oriented***, for people who are basically clear of psychological and emotional issues.



# 5Q Coaching Skills 101



## *What isn't coaching?*

*It's not **mentoring***

Mentors are experts in a particular field who seek to pass on their expertise to a person. Mentors provide knowledge, advice, guidance, correction, and encouragement to people who are newer and junior - by experience if not by position or age. They may use some coaching techniques, but mentors usually play the roles of **advisor and teacher** to guide and impart knowledge and wisdom.



# 5Q Coaching Skills 101



## *What isn't coaching?*

*It's not **training***

In training, the trainer **sets the agenda**. Change comes from outside the participant, via the trainer. In coaching, the client sets the agenda. Coaches use adult learning principles of self-discovery to motivate change from within you.



# 5Q Coaching Skills 101



## *What isn't coaching?*

*It's not **authoritarian***

Did you have a tough sports coach who used to yell at you and make you do a million push-ups if you made a mistake? That's not coaching. Coaches will push their clients but will always be supportive. ***The client is in control*** and they are responsible to decide and act.



## Coaching Session Note Taking Guide



**Client Name:**

**Date:**

### ⇒ **Connect**

Q: "How are you doing?"

Q: "What **progress** did you make on your action steps?"

### ⇒ **Outcome**

Q: "What would you like to **work on** today?"

### ⇒ **Awareness (FIRE)**

Q: Restate what they want to **Focus** on today and ask, "Is that right?"

Q: "What makes that **Important** to you?"

Q: "What **Result** would you like to take away from our conversation?"

Q: **Evaluate:** When helpful confirm the direction of your conversation by asking, "Are we on track?"

### ⇒ **Course**

Q: "What **action steps** do you want to take to move forward?"

### ⇒ **Highlights**

Q: Summarize action steps, and ask, "What do you want to **remember** from today's conversation?"



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## Practice Session!

- Ask, "What do you hope to get from this course?"
- Say, "You hope to get.....is that right?"
- Ask, "What makes that important to you?"
- Ask, "What will be different in your life if you get what you want?"
- Ask, "What is an action step you could take to move toward that goal?"



# *5Q Coaching Skills 101*

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  - In groups of 2, meet for 25 minutes to discuss their *APEST Insights*.



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  - Listen to their answer without interruption, then summarize it.



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## Your Action Steps...

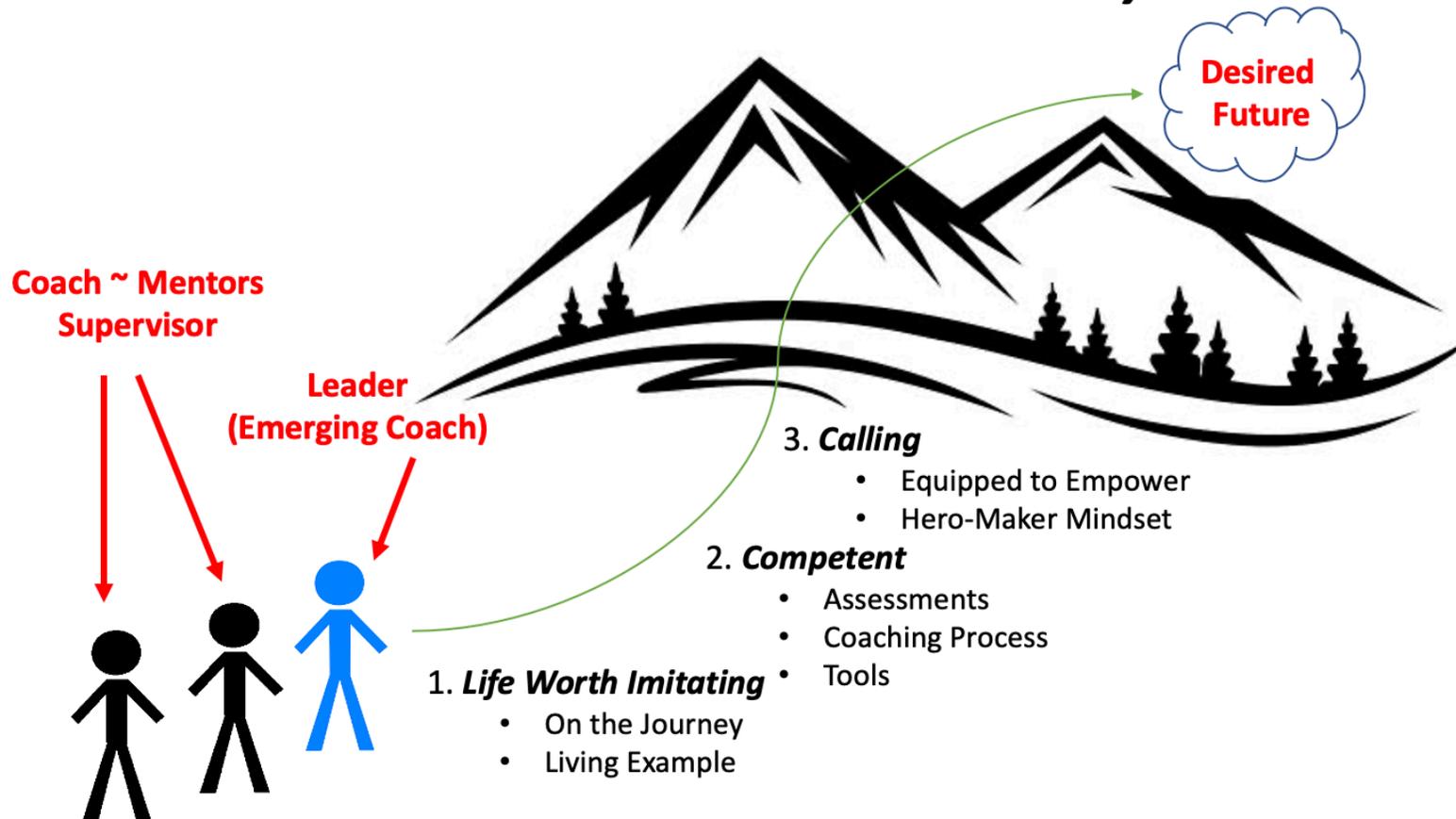


1. Buy and read Keith Webb's book, "The COACH Model".
2. Watch a short demonstration of the COACH Model process in action (you will be sent the link)
3. Start practicing your coaching skills by:
  - In groups of 2, meet for 45 minutes to discuss your *APEST Insights*.
  - After listening to the other person tell you their insights, summarize what you heard and ask, "is that right?"
  - Ask, "Based upon those insights, what is something you would like to see different in your life six months from now?"
  - Listen to their answer without interruption, then summarize it.
  - Ask, "What makes this important to you?"

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## Leader as Coach The Leader's Journey

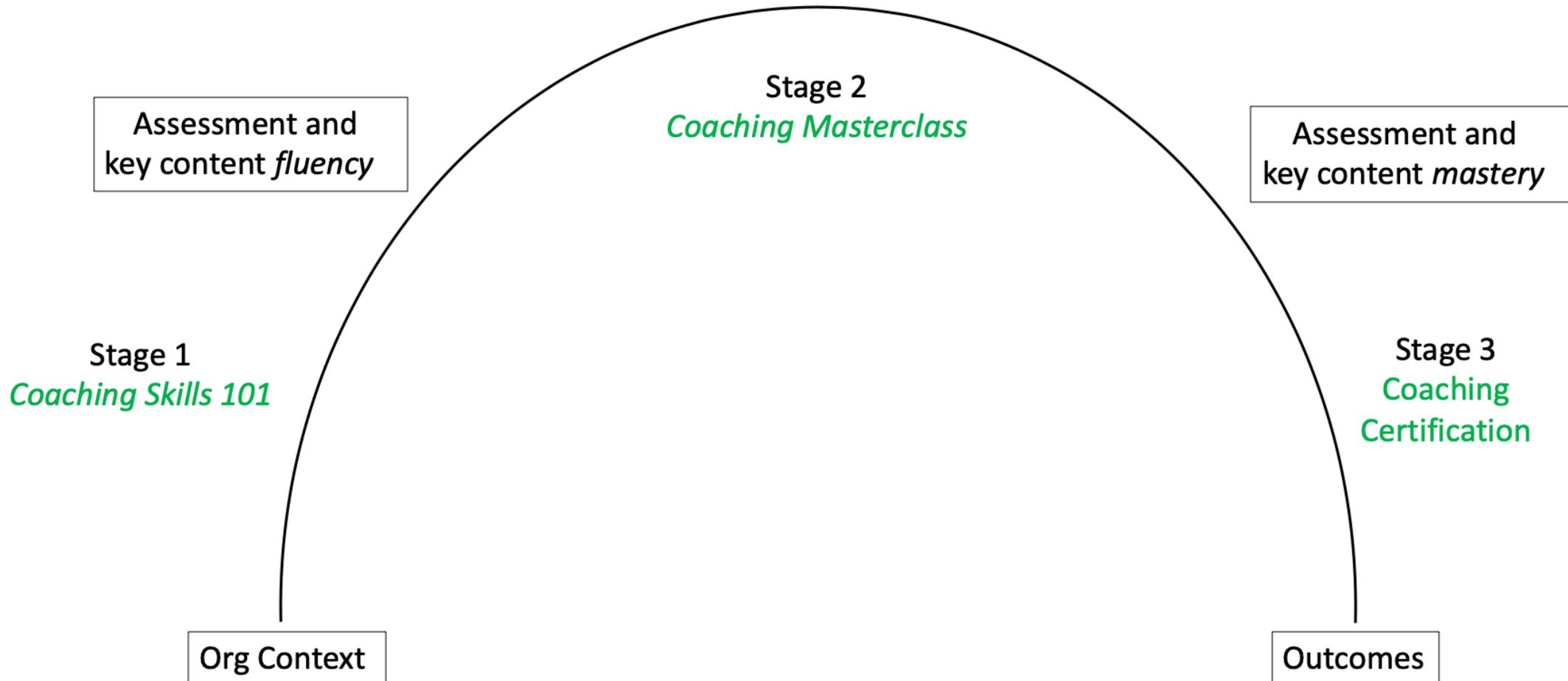




# 5Q Coaching Skills 101



## 5Q Coach: Coach Academy





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Next week:

*How does your APEST assessment impact the way you coach other people?*

We will dive into the specific strengths and shadows of each APEST type as it relates to coaching your clients.



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Questions?

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