

Coaching Questions Tip Sheet

Investigative Questions

Ask investigative questions to identify core issues, successes, or areas of opportunity. Investigative questions solicit facts and objective data on which to base the remainder of the coaching session.

Some examples:

- “Tell me what you have accomplished so far.”
- “How long has this been happening?”
- “What are the relevant facts around this issue?”
- “What are the root causes for this?”

Ask only enough investigative questions to identify real and accurate content on which to base the rest of the session.

Stay focused and ask follow-up questions to help those you coach stay focused too.

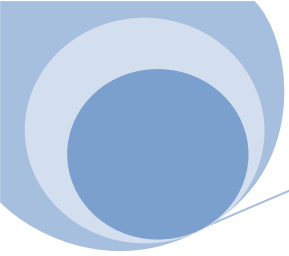
Exploring Questions

Exploring questions encourage those you coach to learn from experience and identify new knowledge or insights.

Examples include:

- “What is contributing to this issue?”
- “In your mind, what’s the true issue here?”
- “What have you learned from that?”
- “What are the benefits or negatives of this?”
- “What do these facts mean to you?”
- “What would you do differently?”

Ask as many Exploring Questions as necessary to help those you coach fully discover root causes for current issues.



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Empowering Questions

Empowering questions inquire into what those you coach are feeling, planning, wanting, and are ready to commit to. They help people identify and act on solutions.

Examples include:

- “What do you want from this?”
- “What must you do to make it happen?”
- “What will be your first step?”
- “How will you overcome obstacles along the way?”
- “What are you going to do?”
- “What resources do you need?”
- “What do you need from me?”
- “When will you start?”

By asking questions such as these, you will encourage those you coach to be open, share with you, and allow you opportunities to provide guidance.

Do's and Don'ts

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| Do: | Ask thought provoking, necessary, questions. |
| Do: | Know that <i>only</i> those you coach have the right answers. |
| Do: | Allow those you coach to come up with their own answers. |
| Don't: | Grill with unnecessary questions. |
| Don't: | Assume you have the right answer. |
| Don't: | Provide those you coach with answers. |