

The book, *Unlocking Potential: 7 Coaching Skills that Transform Individuals, Team, and Organizations*, highlights four key themes - trust, potential, commitment, and execution. In addition, the author expounds on the following 7 coaching skills: 1) Build trust, 2) Challenge paradigms, 3) Seek strategic clarity, 4) Execute flawlessly, 5) Give effective feedback, 6) Tap into talent, 7) Move to the middle.

1 | coaching is about positively impacting one person's mindset, heart, and behaviors so that person is never the same again.

- What do you want for the people you coach? Do you believe in their gifts and potential?
- Why are clients often unaware of their yearnings and potential?
- What have you learned about unlocking people's potential?

2 | Your task as a coach is to help people break through from one level of performance to another.

- What gets in the way of people seeing, seeking, and breaking through to the next level?

3 | Coaches are neither born nor made. Great coaches choose to be great coaches.

- How can you ensure that you are 100% focused on your client and their wellbeing?
- What do you do to prepare for a coaching session? To make the most of a session?

4 | Great coaches build trust, uncover potential, gain commitment, and help clients execute.

- Which of these four practices do you do best? Which one needs greater attention?

5 | The only kind of commitment that lasts is internal commitment.

- How does a coach create commitment in the individual ?
- How does a coach help the client create a sense of urgency about their next steps?

6 | Unless there is execution and accountability, the coaching engagement becomes just a fruitless series of ongoing conversations.

- How do you help your clients paint a clear, compelling picture of their preferred future?
- How do you help your clients connect the big picture with their next steps?
- What do you say or do when you observe a client making little or no progress?

8 | Giving feedback has the potential to accelerate transformation. Make sure to ask for permission to share observations and suggestions.

- Do your questions or observation amplify awareness, choices, and opportunities?
- How do you help clients see the feedback from you and others as a gift?

9 | Coach to Create Great Performing Teams

- Through coaching, have you ever helped a client help one of their team off the bus?
- How do you help clients see their potential for influence as something much bigger?

10 | Most ailing organizations have developed a functional blindness to their own defects. They are not suffering because they cannot solve their problems but because they cannot see their problems. —John Gardner

- How do you help clients see that "good enough" isn't good enough?
- How do you help clients move to a position of not accepting mediocrity or dysfunction?