

Coaching sessions typically follow the *relate*, *review*, *reflect*, *refocus*, and *resource* model with the intent of celebrating wins, learning from results, identifying next steps, and determining what kinds of support and resourcing is needed.

To make the most of every coaching session, both the coach and client benefit from preparing for each session ahead of time. Vibrant Faith encourages the person/people being coached to email their coach what they hope to discuss at their next session a few days before the meeting.

Listed below are questions to help both parties prepare for their time together. The questions for coaches are used to mentally prepare for the session and are not to be used to guide clients into conversations they do not mention.

QUESTIONS FOR THE PERSON/PEOPLE BEING COACHED

- 1 | *Relate* - How am I today? Right now? How have you been since our last session?
- 2 | *Review* - What actions did I take since our last session? What were the results of these actions?
- 3 | *Review* - What have been your most recent wins and challenges?
- 4 | *Reflect* - List your recent observations and learnings.
- 5 | *Reflect* - What do I want to get out of our next coaching session?
- 6 | *Refocus* - Where do I need to invest my assets and actions this week/month/quarter? What are my top 3 goals?
- 7 | *Resource* - What do I need from others to move forward? What resources are present to support my next steps?
- 8 | *Resource* - What do I want my coach to hold me accountable for? When should he/she check up on me?
- 9 | *Wrap up* - What was most helpful part of our session? Do we have a time scheduled to meet again?

QUESTIONS FOR THE PERSON SERVING AS A COACH

- 1 | *Relate* - What might I learn about the person/people I'm coaching that would allow me to better serve them?
- 2 | *Review* - Based on my coaching notes, are there any specific items or issues that need to be revisited?
- 3 | *Reflect* - What primary role do I need to play at our next session? Which possibilities do I wish to call forth?
- 4 | *Reflect* - Are there any feelings or false assumptions I need to let go of to be at my coaching best?
- 5 | *Reflect* - Which observations might be helpful to share, if asked? What do they need to stop or start doing?
- 6 | *Reflect* - How might I draw out new learnings and commitments based on recent results?
- 7 | *Refocus* - What needs their greatest attention right now? What are possible next steps?
- 8 | *Resource* - Are there tools or resources I might suggest? Which action steps may need a "check-in" text?
- 9 | *Wrap up* - How might I pray for the people involved? How might I pray for their next steps?

