



For more information, please contact:

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Coach - Client Protocol

Who is LEAD Executive Consulting, LLC?

As a Corporate Coach, I specialize in preparing a Coaching Program focusing on individual and professional growth, and the behavioral changes necessary to deliver performance beyond present levels. I work with participants to establish and reach their goals by:

- building a strong foundation of personal mastery
- increasing their belief and confidence in your personal effectiveness
- aligning personal and business objectives
- enhancing your interpersonal skills
- uncovering and moving beyond the obstacles that stop you
- developing your personal vision and uncovering your values
- changing behaviors
- keeping you focused on the outcomes you value
- measuring and evaluating your progress, and
- ultimately achieving sustainable change

Some Benefits

Individual and Team Coaching is an exciting journey of self-discovery, self-management and development which opens up new opportunities for professional and personal fulfillment and achievement. The program shows participants how to draw on and develop personal resources and qualities to:

- enhance interpersonal skills in the workplace
- deal with 'difficult' colleagues
- enhance leadership qualities
- improve team leadership skills
- enhance management skills
- improve personal effectiveness by creating personal and professional goals
- support and accelerate personal and professional development
- remove obstacles to successful personal development
- increase job satisfaction
- gain a source of purpose and motivation
- obtain strength and power without excess
- better cope with pressures and stress

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What is involved in a coaching session?

What you can expect during the coaching process

- (i) sessions are conducted in a relaxed, comfortable environment
- (ii) you can expect a positive, challenging exchange The initial interview session(s) involves:
 - a. an explanation of how the coaching sessions work
 - b. a structured interview and brief questionnaires and/or profiles designed to highlight those features of the individual's personal and professional skills (strengths and challenges) as they impact on their work performance

The subsequent Individual Coaching sessions involve:

- (i) Working with specific personal/professional skills features as highlighted in Session One Goal setting and action planning. Proven behavioral coaching techniques and interventions are adapted and applied to help enhance the individual's job/task performance level to help them reach their goals.
- (ii) From Session Three onwards, participants are shown simple monitoring strategies to assist them to improve upon their job/task performance levels. Self-monitoring is a collaborative process and involves discussion and feedback. One-on-one coaching and feedback are the learning processes/the means to enhance the individual's personal and professional skills levels and to transfer what is learned in sessions to the workplace. Feedback may be obtained from peers, management, etc.

Frequently Asked Questions

How long will each session be? - Generally one-and-a half to two hours.

How many sessions will I need? - This will depend on the type of program requested, results of assessments, commitment of the coachee, and agreements between client/coachee/coach. The length of coaching programs can range from 6 to 12 months with one hour meetings initially occurring weekly.

Will I be given any homework? - Yes. What is learned in the coaching sessions is practiced in the workplace. Self-monitoring, various exercises/strategies and action plans are critical so that the coachee's progress/goals can be discussed, reviewed and evaluated in the ongoing coaching session(s).

Will our sessions be confidential? - Strict rules of confidentiality are adhered to.

Will there be any written reports about me? – This depends on the contractual agreements between the client/coachee/coach which are established prior to the commencement of the coaching program. Any reports submitted by the coach will be viewed by the coachee prior to submission. Any other data collected by me is strictly confidential and is solely for the purpose of defining aspects of the participant's personal skills so that a relevant self-development plan can be drawn up to assist them to reach their professional goals.