

Empower yourself and your team with these 5 coaching tips

These small but mighty tips will increase effectiveness, not just for you as a leader but for your whole team.



Set Effective Goals

Specific: Clearly define the desired outcome.

Positive: Focus on creating something and achieving positive outcomes.

Time-bound: Establish a clear timeline to provide clarity and accountability.

Personal: Make sure the goal is within your control and something you can influence.

01



The Art of Listening

Listening is crucial for building rapport, creating trust, safety, and establishing connection with others. Active listening means listening at a deeper level, beyond the words being spoken, but also considering how the person is saying it.

There are three levels of listening:

- 1. Foundation Listening** – focused on yourself and your needs.
- 2. Focused Listening** – narrow focus on the other person.
- 3. Environmental Listening** – using all senses and intuition to understand the person's being.

By practising deeper levels of listening, you can tap into the unique ways of your employees and unlock their full potential.

02



TTM Coaching



Asking Powerful Questions

Asking powerful questions is an important part of coaching and can help facilitate deeper thinking and understanding. When having a coaching conversation, use the GROW model in which:

1. The **goal** is explored
2. The current **reality** is discussed
3. **Options** are outlined
4. The **way forward** is defined

Facilitate your employees' growth by asking questions that create new awareness and insights, guiding them to find their own solution.

03



Silence is Golden

Silence is a healthy part of communication.

Many people find silence uncomfortable due to the fear of rejection.

- In coaching, silence is encouraged as it provides individuals with space to reflect and analyse their own thoughts.
- By creating a safe space built from trust and openness, you allow the individual to think and come up with answers themselves.
- The next time a team member comes to you with a problem and claims "I don't know," hold the silence and give them time to come up with answers on their own.

04



Evaluating Impact

The impact of your leadership style on others is significant. To evaluate the impact made together:

- Outline and document shared goals with your team members.
- Regularly check progress in your daily and weekly conversations.
- Transform 1:1s into coaching conversations.

By asking powerful questions and keeping track of progress, you can help your team grow and develop, contributing to the overall success of your organisation.

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