

TOP COACHING QUESTIONS

& DISCUSSION STARTERS

Job Performance

How the current job is being carried out; a 'bigger picture' view of the current role

- ▶ *What's the most helpful feedback you've received this year and why?*
- ▶ *Which of your abilities would you like to build in the coming months?*
- ▶ *What kinds of work would you like to be more involved with?*

- ▶ *What's working so far?*
- ▶ *Where are you challenged or struggling?*
- ▶ *Tell me about the project. What did you learn about yourself and your skills?*

Debrief a Key Task, Assignment or Project

Quick ways to step back and turn every-day tasks into learning opportunities

Career

Questions to discuss longer-term development

- ▶ *What would you like me to know about your career goals?*
- ▶ *How would you describe your reputation? Which parts are you pleased with; any changes needed to reach your career goals?*
- ▶ *How do you see the next 2-3 years unfolding for you career-wise?*

- ▶ *At this point in your life, what should I know about your priorities?*
- ▶ *What can we do to share your expertise with others?*
- ▶ *Are there any unfinished projects that you'd like the latitude or flexibility to tackle?*

Seasoned Pros

Questions designed to discuss knowledge sharing and maximize employee satisfaction along with job performance



Engagement/Retention

Questions to uncover key motivators and factors that might lead to disengagement or retention issues

- ▶ *What initially attracted you to our organization and your current role? To what degree does it still apply?*
- ▶ *What about your job makes you jump out of bed in the morning? Hit the snooze alarm?*
- ▶ *What's important to you in a relationship with your manager? Teammembers?*



Leadership

Questions that help leaders take stock of their own abilities

- ▶ *What themes or patterns are you noticing about your leadership?*
- ▶ *What or how are you coaching others?*
- ▶ *How would your teammates describe your leadership? How would your peers describe working with you?*



