

The
ESSENTIAL
COACHING HABITS



of
BUSY LEADERS



01 / Introduction

It is no secret that it is important for leaders to coach their teams, but in practice a good coach is hard to come by. We hear very little about how this looks from a day-to-day perspective. Here are some practical tips, tricks and hacks that can help you help your team improve both performance and increase motivation.

02 / Assume Positive Intention

Coaching works best when the leader is in the right frame of mind. Employees don't want to be seen as weak, so admitting they need help and direction requires trust with their supervisor. Try to approach coaching interactions by being open-minded, non-judgmental and always assuming positive intent. When your people feel it is safe to admit vulnerabilities, coaching will reap rewards for all.



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03 / Keep it Consistent

Here is a one-on-one routine that seems to be well received by many leaders. Schedule a one-hour coaching session, once per month and stick to a developmental conversation.

Try to make these live if possible, or at least over video, as non-verbal communication builds engagement and rapport.

During the three weeks in between these sessions, schedule 30-minute “touch base” meetings or calls to check in on operational objectives, progress of various projects and day-to-day matters. This pattern repeats monthly and usually results in fewer unnecessary team meetings and more personal support. After all, you can’t motivate a team, you can only motivate each individual team member, one at a time.



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04 / Facilitate and Communicate

Coaching is all about facilitating the growth of your people. That means that they will be doing most, if not all of the work. As they develop new habits, gaining small wins and making developmental progress, encourage them to keep you posted and in the loop so that you know where they are at well before your monthly coaching session.

Keeping track of the progress is vital, and writing it down allows reflection, learning and shortens developmental cycles. After all, what gets measured gets done.

Remember that in many instances, coaching replaces resolving. Some managers say that when their people come forward with an issue they need help with, it is easier and quicker for the leader to simply take it off their hands and do it. This is often true, but from a more strategic perspective, this approach does not build problem-solving skills and an entrepreneurial attitude within the team. The next time someone brings an issue to your attention, try coaching instead of resolving, and your team and organization will thank you for it.

Find Out More



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