

Questions for Sponsor / People Leader

Framing the Coaching Assignment: Questions for the People Leader

Context & Objectives

1. What are the primary reasons for initiating coaching for this individual at this time?

2. Is this coaching engagement primarily focused on development (enhancing existing skills), intervention (addressing specific performance gaps), or a combination of both?

3. What are the 1-3 most important outcomes you hope to see as a result of this coaching engagement?

4. How will you measure the success of the coaching engagement? What specific behavioural changes or results would indicate a positive impact?

Focus Areas & Skill Development.

(In conjunction with Harvard/3Qetc leadership questionnaire + other potential tools found 3Qetc – resources) such as:

- Leadership Hygiene survey
- Strategic capacity time management survey
- People leader feedback from the Team

5. In what areas do you believe this individual has the greatest potential for growth?

6. Are there any specific challenges or opportunities the individual is currently facing that the coaching should address?

7. How would you describe the individual's current leadership hygiene (e.g., communication, delegation, follow-through)? Are there any areas that need immediate attention?

8. How effectively does the individual currently manage key stakeholders (e.g., peers, direct reports, senior leaders)? Are there any specific stakeholder relationships that need improvement?

9. If applicable, how effectively does the individual manage their team? Are there specific challenges related to team performance, dynamics, or engagement?

10. How would you describe the individual's level of self-awareness? Are there any blind spots or areas where they could benefit from greater self-reflection?

11. How effectively does the individual manage their time and priorities? Are there any challenges related to workload management, focus, or productivity?

12. How would you rate the individual's ability to build and maintain effective relationships?

13. To what extent does the individual demonstrate empathy and understanding towards others?

14. How effectively does the individual provide feedback and coaching to their direct reports?

Leadership Qualities & Style

15. What are the individual's key strengths as a leader? How can these strengths be leveraged during the coaching process?

16. What are the individual's areas for development as a leader? Which of these should be prioritised during coaching?

17. How would you describe the individual's leadership style? How might this style be adapted to be more effective in different situations?

18. How does the individual respond to feedback and constructive criticism?

19. What kind of support can you, as the people leader, provide to reinforce the coaching and help the individual implement what they learn?

Alignment & Expectations

20. Are there any other relevant factors or considerations that the coach should be aware of to ensure the coaching engagement is successful?

Other Information / Context