

This book was written for the greatest people in the world, those who are courageous enough to hire a personal coach. My desire is that your life will be fulfilled and enriched beyond measure through the brave association you have chosen.

~ *Debra*

*“it takes courage to grow up and
turn out to be who you really are”
e. e. cummings*



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TIPS FOR WORKING WITH YOUR CO-ACTIVE® COACH

by
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“...the moment one definitely commits oneself, then Providence moves too. All sorts of things occur to help one that would never otherwise have occurred. A whole stream of events issues from the decision, raising in one’s favor all manner of unforeseen incidents and meetings and material assistance, which no man could have dreamed would have come his way.”

The Scottish Himalayan Expedition,
by W. H. Murray, 1951

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then follow with a way to keep you accountable such as when? and where? and how will I know? The second option is to refuse. You can always say no. Another option would be to counter offer. You may not be willing to make 50 phone calls, but you could manage 25.

Whatever your reaction, respond to requests from your coach with complete honesty. You’ll get the best learning and forward movement by being honest.

Ending your Coaching Relationship

Most Co-Active® Coaches will ask for a specific time commitment to the coaching relationship up front. Coaching effectiveness ebbs and flows and this request will get you both through the predictable slump that occurs during the first 4-8 weeks. After that, it generally converts to a month-to-month agreement. Be sure you are clear what your coach has identified as their preferred method.

A relationship takes time to build and it takes time to separate in a healthy way. Everyone knows of relationships that end abruptly; but those are the painful ones. Don’t let that happen to this relationship. Your coach will identify up front how they prefer to process through closure; you will both be responsible for giving notice when it’s time.

And when it’s time to end the relationship, you’ll know it. Your coach will know it. The things you set out to accomplish have been brought to a satisfactory end—the strides you needed to make were made and it’s time to think about what comes next.

During the processing time for closure, your coach will want to know what worked and what didn’t, what were your high or low points, and where you learned the most. These things are for your learning as well so don’t forgo this opportunity to stretch one more time.

pared to take the learning deeper as you examine what worked and what did not. There is much to learn from failure as well as success.

Tools the coach may use

There are times when your coach will use terminology or methods that are unfamiliar. For example, your coach may refer to your *gremlin*. Your gremlin is the voice in your head, the one that's constantly chattering at you. You know the one. It wants to maintain the status quo. Change is very scary to a gremlin, though at one point in your life, it protected you from harm. The gremlin has a favorite language and your coach will challenge you to become aware of the messages it constantly sends you and to question its validity. You may want to read *Taming Your Gremlin* by Richard Carlson.

Sometimes the coach may *intrude* on you in the middle of a wonderful discourse on the doings of your day. The coach is aware that these ramblings could be a cover up for what you really need to be focusing on. You only have a limited amount of time. The coach may ask you to *bottom line* your story to move forward a little more quickly. This is a tactic used to get your attention, and to deepen your learning.

What's really interesting about coaching is that 90% of the realizations happen outside of your appointment. To get you there, at the end of a call the coach may make a request that could be in the form of a *challenge* or an *inquiry*. A challenge is usually a task to complete, such as make 10 phone calls, or 50, or 100. (You may have some really big goals!) An inquiry, however, is a question for you to ponder deeply. It will be designed to hold the thought you were working on during the coaching session. There is great learning in both a challenge and an inquiry, so take them as seriously as they are offered.

You do have options when presented with a challenge or inquiry. The first is to accept it and commit to it. The coach may

Tips on Working with your Co-Active® Coach

You had something in mind when you considered hiring a coach, whether it was to add more to your life, to trim down, to live more fully, or to bring back what was missing. This booklet will give you suggestions on how to get maximum benefit from your coaching relationship.

The Four Cornerstones of Co-Active® Coaching

There are assumptions your coach makes concerning you and the alliance you are creating that you need to know about. They may seem obvious once you know what they are, but they allow the coach to hold a spacious, courageous space for you to learn and grow.

The first assumption is that *the client is naturally creative, resourceful and whole*. Your coach has complete confidence that you are able to create your own solutions. This is a very powerful way to hold someone. You don't need to be guided, or fixed, or healed by your coach. You are capable of discovering what you need and how to attain your goals. The coach's job is to ask the questions to help you discover your own truth. You already have the answers, or you can find the answers.

The second assumption is that *coaching will address the client's whole life*. This means that though you have a predominant issue that brings you to coaching, change in one part of your life spills over into the rest of your life. Change here creates change there. It's impossible to prevent it, sort of like trying to chlorinate only one corner of your pool. Be prepared to look everywhere for your answers.

The third assumption is *the agenda comes from the client*. You bring to the call what you need to work on. You will have areas of focus or specific goals to work on, and the coach is

trained to deepen your learning and forward your action around those items. At the same time, the coach is holding for you a much larger agenda: a complete, balanced and fulfilled life that fully supports those goals.

And finally, *the relationship is a designed alliance*. Together you create a partnership that can result in the life you want to live.

The Coaching Relationship

When you partner with your Co-Active® coach, you are creating a powerful space for you to learn and grow. Think of being in a boat with your coach; the boat you're in is the relationship, and you are building the boat while you're moving down the river. You have permission, and the responsibility, to redesign and rebuild the boat along the journey so that it always serves your needs.

You do that by letting your coach know what works and what doesn't, in real time, when it happens. For example, if your coach asks a question that is clearly off the mark for you, tell them. Ask them to ask it in another way, or a completely different question, or to head in the direction you want to go. Push your coach as hard as they push you. That makes a strong resilient boat.

The coaching relationship is built on mutual trust. You know the coach will be waiting by the phone for your appointment and the coach knows you will show up on time, fully prepared for growing and learning. That's where the trust starts. It builds up over time. You can trust your coach to keep your confidence, to hold you magnificent and powerful, and to call your bluffs even when you can't see them yourself.

The coach can trust you, as well, to be accountable for your promises, and to be willing to learn—willing to change. You come to the call with a specific issue for coaching and you

are willing to look at things differently. The ability to let go and use your imagination is an amazing tool. The coach knows you are willing to stretch to the best of your ability.

The Initial Strategy Session

When you hire a coach, there needs to be a time when the two of you can begin to design this relationship. Generally, a two-hour strategy session is your first meeting, whether by phone or in person. The coach will have tools to help uncover areas you may wish to concentrate on, goals you want to accomplish, and things that work for you. For example, some people want reminders, some don't; some need lots of humor, some use this time for seriousness. What works for you?

Prepare for your discovery session by completing whatever tools or forms the coach has provided for you. Spend some time in introspection to define areas of focus and ways the coach can serve you best. To the coach, you're like a country that's never been explored. Give them an idea where north is, where the bogs and quicksand will likely show up, and how to recognize your blue skies.

This is also the time you will come to agreement on meeting times, amount and method of payment, and any other logistic details that need to be defined and agreed upon.

Preparing for Your Appointment

It is most helpful to have a topic or specific issue to bring to the call. The coach can provide focus, but you need to take responsibility as well. After all, it's your call, you'll want to get as much from it as possible. This is about learning and growing, not chit chat rehashing your day.

Review your past week for unfinished items. Did you have an assignment or inquiry (see page 4) from your last call? Be prepared to report your results and what you learned. Be pre-