

99 questions of a leader coach

by **Jorj Helou**

www.LeaderZone.ca

514.265.3075 • contact@LeaderZone.ca





Table of content

LeaderZone on mission	3
The leader-coach	4
How to use this tool?	4
Questions to	5
Start a conversation	5
Clarify the objectives	5
Analyze and understand a situation	6
Explore interest and motivation level	6
Discuss personal development	6
Help find solutions	7
Improve professional relations	7
Foster engagement and action	8
Measure with questions of scale	8
Follow-up	8





LeaderZone on mission

In an era of profound societal transformation, leadership development takes center stage for organizations aiming to distinguish themselves through resilience and innovation.

Are your executives, managers, professionals, or employees eager to cultivate their potential and develop their influence capacity? Do they seek tools to foster trust among collaborators, mobilize their teams, unleash creativity, and optimize performance, all while upholding the core values of altruism and humanity?

LeaderZone stands committed to supporting your leaders and aspiring leaders, regardless of their organizational position. We firmly believe that leadership is an ongoing learning journey, emphasizing sustainable results.

Allow us to empower your leaders, igniting their desire to lead with purpose!

LeaderZone Inc. is a Quebec based company registered under the number: 11 77 17 95 05

Address: 500, rue des Alismas, Laval (Québec) H7X 4G9

TPS/TVH number: 760145003 RT0001 TVQ number: 1229142239 TQ0001

Here some interesting web links to help you know more about LeaderZone:

- The team, or the Leadership Awakeners as we love to call them Leadership Awakeners
- Examples of development programs Programs
- A list of 20 development themes for inspiration <u>Development Zones</u>
- A monthly self-reflection tool helping leaders recalibrate their leadership Diagnostic
- Other articles, videos, and development tools Blog





The leader-coach

Coaching remains one of the most sought-after skills among leaders today.

This communication approach allows the leader to move from a directive management mode to a more collaborative and empowering mode.

The manager is no longer the main source of answers and solutions, but rather a provider of triggers for reflection, analysis, involvement, and creativity.

The leader's goal shifts from "solving an imminent problem" to "how can I develop the skills of my employees and empower them to act".

The art of asking questions is a leader-coach's primary tool, enabling him to stimulate learning, facilitate creativity, improve performance, mitigate risk and build confidence.

Well-formulated questions stimulate constructive and strategic conversations and facilitate co-creation with employees.

It takes longer!

Certainly; isn't that an essential investment with a great return on value?

Will it be necessary to always be a leader-coach?

No! It all depends on the situation and the person you are communicating with.

Doesn't that sound a bit like an intimidating interrogation?

It's all in the tone and the intention; benevolence is at the heart of the approach.

How to use this tool?

In this document you will find some 99 questions, divided into 10 themes.

Let yourself be inspired, adopt the questions you like, drop those that don't fit your style, and above all, create other questions that better suit your personality and the situations you are facing.

Thus, to better prepare yourself for a conversation with a collaborator, choose and adapt the questions that respond to the context and the challenges of the situation.

Most importantly, allow yourself to try, make mistakes, learn from those mistakes, grow, and celebrate the success achieved by your engaging leadership.





Questions to...

Start a conversation

- 1. How are you (be authentic and really care about the answer)?
- 2. How is your project doing?
- 3. How can I help you today?
- 4. What are you worrying about right now?
- 5. What is going well and what is not so well?

Clarify the objectives

- 6. What would you like to achieve?
- 7. Why is this goal important to you?
- 8. What will you gain by achieving this goal?
- 9. Why is it essential for you to achieve this goal?
- 10. What do you want to change?
- 11. Why is it important to work on this issue today?
- 12. How will the ideal situation look like? Describe it.
- 13. How will you measure the achievement of your goal?
- 14. How will you be able to divide your overall goal into sub-goals?
- 15. What is your deadline? How did you fix it?
- 16. How will you feel if you don't reach this goal?
- 17. How do you feel thinking about this goal?
- 18. What price are you willing to pay to achieve this goal?
- 19. What do others think about your goal?
- 20. How will achieving your goal affect others?
- 21. What are the results that you would like to reach?
- 22. What will be different once your goal is achieved?





Analyze and understand a situation

- 23. What's the story behind this situation?
- 24. What do you mean by that?
- 25. What can you tell me to be more precise?
- 26. What do you want to improve?
- 27. What are the positive aspects of the current situation?
- 28. How difficult is the situation?
- 29. What problems are you currently facing?
- 30. How much are you in control of the situation?
- 31. What are your challenges?
- 32. What are your observations or comments on the current situation?
- 33. How does this situation stress you?

Explore interest and motivation level

- 34. What inspires you most?
- 35. What do you like most about this task?
- 36. What makes you proud working on this task?
- 37. What are you passionate about today?
- 38. What could help you feel more recognized and appreciated?
- 39. What do you need to rekindle your motivation?
- 40. What happens if you were 10% more confident in yourself? 25%? 50%?
- 41. What new belief will you need to adopt that will help you face the next period?

Discuss personal development

- 42. What development opportunities will you have while working on this project?
- 43. Where are you towards achieving your development goals?
- 44. What will you do to feel better?
- 45. What is your next development challenge?
- 46. What skill will you need to develop to meet this challenge?
- 47. How will you go about developing this skill?





Help find solutions

- 48. What have you tried before?
- 49. What are your options?
- 50. What are the advantages and disadvantages of each of these options?
- 51. What is the easiest solution? The hardest one?
- 52. What kind of help you need today?
- 53. How can you do it differently?
- 54. What will you have to do more? Do less?
- 55. What are you doing now and what will you have to stop doing soon?
- 56. What advice would you give to yourself?
- 57. What would your ideal day (or week or month) look like?
- 58. How can you simplify the solution further?
- 59. What resources do you already have?
- 60. What other resources do you need?
- 61. What is your decision-making process?
- 62. What could help you decide?
- 63. How do you assess the feasibility of this potential solution?
- 64. Who can be your reference if a problem occurs and how can this person help you?
- 65. What other similar situation does this look like and what lessons can you learn from it?
- 66. How will this action be useful?
- 67. How do you think I can support you?

Improve professional relations

- 68. How can we improve the collaboration within the team?
- 69. What do you like more (or less) about working with me?
- 70. How do you describe your relationship with your colleagues?
- 71. What are you doing to reconcile professional and personal life?
- 72. What will you do to become more involved in the team?





Foster engagement and action

- 73. What is your action plan?
- 74. What's the next step?
- 75. How will you start?
- 76. When?
- 77. What could prevent you from being 100% committed?
- 78. How will you know when you are successful?
- 79. How do you want to be accountable for the results?
- 80. What are your takeaways from our meeting?
- 81. What will be your biggest challenge?
- 82. What kind of follow-up will you do?
- 83. Who can support you in your next actions?
- 84. What did you learn from our conversation?
- 85. What is your most important personal commitment?
- 86. How can you summarize our discussion?

Measure with questions of scale

- 87. On a scale of 1 to 10, how would you rate your level of commitment?
- 88. What do you need to reach "10"?
- 89. What are the 3 most important skills that will help you...?
- 90. What are the 3 best accomplishments that you have made since...?
- 91. What is the level of priority that you give to...?
- 92. What is your # 1 priority for the next period?

Follow-up

- 93. Where are you in your action plan?
- 94. What progress have you made since we last met?
- 95. What are you mostly proud of till now?
- 96. What hasn't worked well for you since our last discussion?
- 97. What got you stuck?
- 98. How will you go about persevering with your plan?
- 99. How will you celebrate your success?

