



Linda McGrath

COACHING SOLUTIONS



Welcome Booklet

'If you are committed to making a change or transformation and are willing to take the necessary action, you can achieve anything that you believe is possible'

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Welcome to Linda McGrath Coaching Solutions

I am passionate about helping and empowering people to feel better about themselves. After my coaching sessions you will emerge a more confident person and feel much happier and in control over where you are going in life. I will work with you but it is up to you to challenge or reflect upon certain ideas to help you move forward with your life. You won't be forced to make any decisions that you are not comfortable with and all sessions are confidential so you can explore your thoughts and feelings privately.

What is Coaching?

- 100% confidential
- Non judgemental
- About raising awareness
- Not about giving advice/counselling/therapy

Coaching is about a relationship between the coach and client to **create a life/career the client wants**. It holds you accountable to make change, **action is absolutely key**. Coaching doesn't necessarily show you anything new (usually we know what we need to do!) but coaching can give you a very different outlook – to see the world and yourself differently.

Role of the Coach

Diagnosis

First we need to look at your reality – what is actually happening in your life and what is causing you to seek something new in your life. I will help you to see things from another perspective and challenge any buried beliefs or outlooks. With these removed we can move forward with a clearer picture.

Identifying Goals

This stage is about finding out what changes you wish to make to your life. I will help you visualise what your life could be like through your eyes and seek out any self-limiting beliefs that are preventing you from achieving this. Your vision needs to be both inspirational and achievable.

Exploring Options

We will then move onto planning how you are going to get there. This stage can be uncomfortable as you explore self-beliefs, misconceptions, negative thinking etc., but together we will develop a powerful plan to get you where you want to be.

Planning for Action

This is where you will be ‘walking the talk’ and doing the things that you have identified as steps to achieving your goal. There may be times along the way when you feel that your dreams are becoming unattainable. You may lose your motivation or lapse into a period of inactivity; however, I can provide the support, through regular contact, which will keep you focussed on your goal.

Role of the Client

Your role is to be:

- open and honest (and to tell me when you can't be).
- willing to adopt a more positive outlook on self and life.
- ready to be fully accountable for your life/decisions/actions.

Remember! You are responsible for your results. Success is directly related to your commitment and effort made.

The Intake Session

This is an opportunity for new clients to get to know their coach and for their coach to get to know them. As well as gathering some basic information, it is a good time for a client to be able to talk through the ways in which they would like the coach to work with them in the future.

The aims of the session are:

- To gather appropriate background information and to confirm contact details
- To clarify the role of the coach and the commitment you have from me
- To reassure you that the sessions are confidential and to discuss how that confidentiality is maintained
- To reinforce that you are in charge of the coaching process
- To find out how you would like to be coached
- To ask you what you would like the coach to do if stuck – how would you like me to respond as coach
- To discuss ways of getting the best value out of the coaching session
- To consider where you are now and your motivations for moving forward

The Coaching Session Agenda

1. Reviewing the previous actions
2. Setting goals for the session
3. Looking at where you are now
4. Exploring possible options
5. Agreeing Actions
6. Summarising what has been agreed

About You Questionnaire

What do you want to achieve from these coaching sessions?

Do you have any specific goals/issues to meet or resolve?

How will you know when you have achieved those goals?

Why are you seeking coaching now?

How best can I coach you? (What tips can you give me?)

What can you tell me about your learning style? Are you a visual, auditory or kinaesthetic (hands on) learner?

What things are you passionate about?

Are there any outstanding questions you have about the coaching process?

Client Contact Information

Name:

Home Telephone Number:

Mobile Telephone Number:

Email Address:

Skype Name:

Preferred Method of Contact:

Preferred Frequency of Contact (ie weekly/fortnightly/monthly):

Preferred Times/Days of the Week for Coaching:

Preferred Method of Coaching (skype, telephone, face-to-face):