



# Elements of a Coaching Session

### Preparing Your Energy

- Take a salt bath
- Use essential oils
- Meditate/pray to center your mind
- praying for the client
- Always allow 15-30 minutes between each coaching session
- Eat healthy balanced meal
- saging
- aromatherapy
- crystals
- candles
- pendulum clearing
- music
- preparation/reviewing content notes

### Setting the Space

- 2 minutes
- Greeting each other and getting connected
- Allows clients to clear any distractions and get focused
- Allow the client to know that it is a judgement free zone and their intention is where you are going to meet them

### Meditation & Prayer

- 5 minutes
- Allows you and the client to get centered into the coaching session and clear any distractions



# Week Five: Elements of a Coaching Session

## **Accountability**

- 3-7 minutes
- Asking your clients how previous actions and goals went
- Be curious about what the client learned when following through and what changes need to be made to keep them motivated
- Accountability is vital to coaching and making space for positive change

## **Setting the Agenda for the Coaching Session**

- 3 to 5 minutes
- Explore with client what client wants to receive from session
- Have the CLIENT (not you) set the intention for the session
- This helps you gain clarity on what the client wants to achieve from the coaching session
- This will give the rest of the session focus

## **Removing Blocks**

- 20-40 minutes
- Using the rest of your coaching skills to help client make important executive decisions in their life
- Helping them shift their mindset where they may be stuck
- We will also be engaging more with this in future classes

## **Accountability & Actions**

- 5-10 minutes
- Designing action steps for next week or session
- They can occur naturally or you can ask, "What action steps would you like to take for next week?"
- By designing actions together you are empowering your client
- Goal sheets were posted on the platform; you may use any format that resonates with you and your clients.



# Week Five: Elements of a Coaching Session

## Check In

2 minutes

- Ask client if they successful achieved what they would like to achieve
- Provides accountability to ensure client's needs are met
- Logistics & Final Thoughts
- Say goodbye and confirm goals
- Send them to your schedule

## Session Process (Vs. Progress)

- Meet the client where they are
- Show unconditional positive regard
- Each client changes on their own time

*You are responsible for the process and your work, not the client's progress.*

**Notes:**