

# Assess Your Coaching Skills

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Think about any interactions you have had recently, or a specific conversation that you would like to reflect on, and then rate yourself on how often you demonstrated the coaching skills and personal qualities listed below.

As you go through your ratings, make a note of some examples of when you have used a particular skill successfully and if there are any areas of your life where you think you could use it more.

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	Never	Rarely	Sometimes	Often	Always
I am approachable and take the time to build rapport with others	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am honest with people and act with integrity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I uphold confidentiality and handle other people's disclosures with care and sensitivity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am open-minded and able to refrain from passing judgement on others	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am fully present in conversations and limit distractions so that I can focus on the person in front of me	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I aim to understand others better and acknowledge and validate the thoughts and feelings that they have about their situation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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	Never	Rarely	Sometimes	Often	Always
I am able to put my own opinions, experiences, and thoughts to one side when someone is talking to me	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I listen attentively when someone is speaking and I am able to summarise the main points that they have made	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
As well as listening to <i>what</i> is said, I notice <i>how</i> it is said (for example, through the person's body language and other verbal or non-verbal cues)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I rarely interrupt others and give people ample space to finish speaking before I reply	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I approach conversations with curiosity and am interested in finding out other people's viewpoints and experiences	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My questions are often open and exploratory (i.e. beginning with what, who, how, where and when)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I believe that all people have the ability to develop, achieve and grow	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am a source of support and encouragement for others	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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	Never	Rarely	Sometimes	Often	Always
I talk to people about their plans for the future and take an interest in their goals	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I listen out for and affirm the strengths in others	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I give people space to explore their concerns and help them to come up with new ways of thinking about their situations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I focus on what is within a person's control and help them to identify and consider their options	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I ask questions that encourage people to reflect upon their actions and learn from their experiences	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I provide feedback in a constructive manner and in a way that facilitates the person's learning and development	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I trust that people are resourceful and can come to their own answers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I encourage people to think of their own solutions and only provide advice when necessary	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I offer my observations or suggestions lightly and am not attached to them	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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**Which of the above skills are you strongest at?**

**What skills do you think you need to develop further?**

**What steps are you going to take to improve your coaching skills?**

- 1.
- 2.
- 3.