

Appendix

G.R.O.W Coaching Model

GROW QUESTIONS

G – Goal

Phase 1 – Setting the goal

- ✚ *What area of your life do you want to focus on?*
- ✚ *What do you want to achieve? What would you like to have happen?*

The client will give you feedback, then you'll say something like

- ✚ *Is this goal something you have control over?*
- ✚ *How can you achieve x goal in a way that pleases Allah and his Rasool (SAW)?*

Phase 2 – Clarifying the Goal

- ✚ *How will you know when you've achieved your goal?*
- ✚ *If you were to achieve this what would be different?*
- ✚ *What will you be doing differently compared to what you're doing now?*
- ✚ *What will others be doing differently compared to what they're doing now?*
- ✚ *What impact would achieving this goal have on other areas of your life?*

Reality Questions

(Ask the question below for soft goals only)

✚ *How do you know you haven't achieved your goal already? What's happening in your life right now that is evidence that you haven't achieved your goal?*

Now move on to the other questions.

✚ *What's missing from your life?*

✚ *What's happening now that's good?*

✚ *What have you tried so far to improve things?*

✚ *What results did you get from doing these things?*

✚ *Were your results what you expected to get? How did the results compare to your expectations?*

✚ *What obstacles or roadblocks are preventing you from reaching your goal?*

✚ *After everything we've discussed, do you still wish to pursue this goal?*

Options

In this section you're going help the client explore his or her options.

- ✚ *What would you do to move one step closer to your goal?*
- ✚ *What actions could you take is you had nobody to answer to, other than Allah?*
- ✚ *What steps would you take if money was no object?*
- ✚ *How would you solve this if you could devote all your time to this one thing?*
- ✚ *If you went to an expert for advice, what do you think they would suggest?*
- ✚ *If deep down, intuitively, you knew what to do first, what would that be?*

Now that the client has explored all their options, start narrowing them down.

- ✚ *From all the options you've come up with, choose the one that you feel will move you forward?*

Once you've chosen an option, then ask:

- ✚ *Is this the best option or do you think that there is a better option?*
- ✚ *How do you think you will benefit from taking this action?*
- ✚ *List any actions you must undertake to complete this action?*
- ✚ *Realistically, given your other commitments and the time you have to devote to this project, how long do you think it will take to complete this list?*

W – Way Forward

The first question you ask is

✚ *By what date do you want to have done this one step/taken this one action you've chosen?*

It's important to set a deadline for the action step the client has chosen. Deadlines impart a sense of urgency and motivate the client to take action now.

Now sometimes the action they've chosen will have several sub-steps that need to be taken. If so, you can ask the client the following two questions.

List any actions you must undertake to complete this action?

✚ *Realistically, given your other commitments and the time you have to devote to this project, how long do you think it will take to complete this list?*

At times the client's action step may involve the help or participation of someone else.

If that's the case, then ask these questions. If not, then you can skip this section.

✚ *Do you need anyone else's help in order to take action?*

✚ *What do you want this person to do?*

✚ *When will you tell them?*

A woman who has small children and wants to start exercising every evening. She needs her husband to watch the kids for 30 minutes so she can get her exercise done.

Next move on to asking them about their obstacles. These are only the obstacles for this step and not for the goal as a whole.

You can ask them the following questions:

Can you think of any obstacles that might stop you from taking action?

How likely is it that this obstacle will stop you?

What can you do to prevent that?

Is there anything else you need to consider before taking this step? Now get the client to commit to time and place to take this initial action and have them write it down in their planner.

G.R.O.W Questions For Every Scenario

Below are a few coaching scenarios and possible questions that may work in each situation. You may decide to include these questions in your Client Welcome Packet (explained during the Business of Coaching Module).

Discovering What is On the Client's Mind

An example of a good question to ask to gain insight into what the client would like to discuss during their coaching session is:

- *"Where would you like this session to go today?"*
- Or
- *"What do you want to cover today?"*

Discovering How You Can Best Coach Your Client

Examples of good pre-coaching session questions (as stated above, these can also be included in your Client Welcome Packet) are:

- *How will you know by the end of this session that we have accomplished what you want to accomplish on this call?*

What is the most empowering thing I can do for you during our sessions?

- *What can I do to help you achieve your goals?*
- *How can I most impact your life in the next 30 days?*
- *What are some signs I can look for that indicate you are feeling discouraged?*

Enabling the Client to Remember Their Strength

Below are some sample questions to enable your client to remember they have the strength to go on and achieve their goals. For clients with low self-esteem, focus on the fact that they have called you, and that doing such a thing is in itself an accomplishment, as most people who want to change their lives do nothing about it.

- *What are the three most fulfilling accomplishments in your life thus far?*
- *What is the biggest thing that you have had to overcome?*
- *What is your greatest asset?*
- *What do other people think you are good at?*
- *When have you handled something like this in the past?*

Working With Your Client to Build Their Support Network

Below are some sample questions designed to help clients find their support network, as they will need one when completing their weekly action plan that leads them to their ultimate goal.

- *Who or what is holding you back most right now?*
- *Who offers you the most support in your life right now?*
- *Who are the key people in your life and what do they provide for you?*
- *Is there anyone you wish you had less contact with? How come?*

- *What do you think you can do about that?*

Finding a Path

Below are some questions designed to help your client figure out what they like in their life and what they want their life to be like. This is for clients who do not like their lives as they are and have very little idea as to how they want their lives to be.

- *What is the best part of your day right now?*
- *What is the worst part of your day?*
- *What would you rather have? (If they are complaining about something)*
- *If you had all the money you needed, what would your life be like?*
- *Where would you live and work?*
- *In your ideal life, who would you be friends with?*
- *Do you have a vision of your ideal or perfect life? What does it look like?*
- *What does your home life and work life look like?*
- *What dream or goal have you given up on?*
- *What goal have you put aside because you did not feel the timing was right?*

Clarifying the Need for Goals (Life Change)

- *If nothing changes in your life, what will that feel like to you?*
- *What does your ideal life look like?*
- *What do you think would help make that new life possible?*

Generating Income

- *What are your strengths?*
- *What talents or special skills do you have?*
- *If you would receive two million dollars in 24 hours just for gaining a new client, what would you do first?*
- *What resources do you have access to that could assist you?*
- *What are 10 ways you could generate extra income?*

Identifying Strengths, Passions and Gifts

Identifying their strengths, passions, and gifts will also help your clients find the direction their lives need to take to create the peace and happiness which they ultimately hope to find.

- *What is it you love to do?*
- *What makes you smile?*
- *Is there anything you feel you were born to do?*
- *What do you do best?*
- *What can you do with little effort?*
- *What areas in your life are you naturally strong?*
- *What has helped you get where you are today?*
- *What skills will help you get where you want in the future?*
- *What excites you and gets you out of bed each morning?*
- *What part of tomorrow excites you?*
- *What fulfills you?*
- *What part of your work do you love?*
- *When you leave this earth (death), what will you feel better knowing you have accomplished? How do you think you can accomplish this?*
- *What would you like to do more of in your life?*
- *When you were 12 years old, what was your favorite thing to do?*
- *What thought makes you the happiest? What about this thought makes you happy?*

Identifying the Roadblocks

Identifying roadblocks (obstacles) is an important part of the coaching process.

- *What thinking is standing in the way of attaining this goal?*
- *What do you think has the potential to stop you from attaining this goal?*
- *What obstacles do you think may pop up along the way as we work to attain this goal?*

Follow-up questions:

- *What can we do to prepare for and minimize the potential result of this obstacle?*
- *What can we do to overcome this obstacle? Awareness of the obstacle by itself is a very good way to prepare.*

Fieldwork, Homework or Short-Term Goals

The actions that are decided upon are known as fieldwork, homework or short term goals, and the client will complete them before the next session.

In order to increase the chances that the fieldwork will be completed, be sure to ask the following questions:

- *What needs to happen in your life to attain this (list action here)?*
- *What are some of the potential obstacles?*
- *What can you do to compensate or prepare for them?*

- *What shift in your thinking must occur to complete your fieldwork?*
- *On a scale of 1 to 10, how committed are you to completing this action?*
- *What needs to happen for you to be at a 10?*

Progress Management Questions

How will you know when your client is making progress towards this goal?

Losing weight is a relatively simple goal for which to measure progress (pounds lost). With other types of goals, the progress is not so obvious.

- During the goal setting process, make sure to ask your client how they will know that they are making progress.
- Does your client's goal require a timeline? Ask them for a goal completion date. Then ask them what has to be done each week to meet that deadline.

Tip: Find something positive every week, whether or not the action was completed. But also remain firm in the plan that fieldwork will be completed the coming week (balance).

Using Questions to Navigate Through Problem Scenarios

Sometimes during the coaching relationship, a real-life problem comes up and a client feels the need to talk about it during a coaching session. This is fine as long as you feel equipped to deal with it and discussing it will ultimately benefit the client.

- *How do you think you have learned from this situation, as awful as it is?*
(Identifying and understanding the seriousness of a situation helps the client feel validated)
- *Okay, now where do you think we can go from here?*
(Identifying the two of you as a team may help bring comfort and a renewed sense to your client that they are not alone)
- *What comfort, if any, can be derived from this situation?*
- *If this situation cannot be changed, what can we do to deal with the emotions and feelings that are not very positive and are even painful?*
- *What is the next step?*
- *Do you have any ideas about what you can do to improve this situation?*
- *What could you do differently next time you find yourself in this situation?*
- *What other options or choices do you have right now?*

Finding a Vision

The more clearly your client is able to imagine their goal being attained, the faster and easier it will manifest into their reality.

- *What does your ideal life look like?*
- *What course does your ideal day run?*
- *What are three things that would drastically improve the quality of your life?*
- *If you had all the money in the world, what would your life look like?*
- *If money was no object, how would you live?*
- *What does success look like for you?*
- *What are you currently working toward creating?*
- *What is your lifelong dream?*

The best visions are written out and re-read every day.

Using the Vision to Create Goals

Take your clients' visions and work to create goals. Then ask them what the first big step (translation: short term goal) would be to getting closer to their vision.

Also recommended:

- *What goals can be derived from how you envision your ideal life?*
- *What accomplishments will help you get closer to that dream?*

Questions to Expand a Client's Awareness

Clarifying Questions

Clarifying questions are great because they allow you to get extra information from the client or to dive deeper into a particular issue.

Some examples of clarifying questions are:

"What do you think is stopping you right now?"

"Can you be more specific?"

"Can you give me an example?"

Insightful Questions

Now, let's move on to an insightful questions. Insightful questions allow your client to challenge their limiting beliefs, to think outside the box and to see possibilities that never existed before.

An example of an insightful question is

"What would you do if you knew you could not fail?"

"If you secretly knew the answer, what would it be?"

"If you knew you achieve your goal in 4 weeks, what's the first step you'd take today?"

Challenging Questions

Challenging questions challenge the client to break through limiting beliefs. So let's look at some examples.

If the client says

"I'm hopeless at this?"

You could respond with *"According to whom?"* or *"Says who?"*

Another example

The client says *"I always make mistakes."* You could ask *"Always?"*

Re-framing

If your client is stuck in a negative frame of mind and is focused on the problem, re-framing helps to shift their focus to a positive solution based mindset.

So if the client says *"Why do I suck at relationships?"* you can say something like *"What action can you take to improve your relationships?"* or *"What action can you take to ensure that you get the love and intimacy you desire?"*

What are some actions people who are in happy, loving relationships take?

"I'm so bad at x?" You re-frame with *"What's one action you can take today to become better at x?"*

Goal Setting Using the G.R.O.W Model

Good Questions To Help A Client Uncover A Goal

1. What would you do if you were fearless?
2. What would you do if money were no object?
3. What would you absolutely love to have, be or do?
4. What really motivates and inspires you?
5. What's most important to you in this area of your life?
6. If you could wave a magic wand and make this area of your life a 10/10, what would it look like for you?

Questions to Help Clients Map Out a Way Forward

Here are some questions to help a client think about how they will reach their goal

1. Is this goal challenging enough for you?
2. Are you willing to play at 100% in order to achieve your goal?
3. How can you make this goal even more inspiring, so that it really motivates and pumps you up?
4. How will you know when you've achieved your goal?
5. In what ways will your life improve by achieving this goal?
6. What else will you be able to do if you achieve this goal?
7. How would achieving this goal positively impact the people around you?
- 8.

Test The Goal

Once the client has written the goal out, get them to evaluate how exciting the goal is to them.

You can say something like “On a scale of 1-10, with 1 being unappealing and 10 being something you can hardly wait to achieve, how appealing is this goal to you?”

You’re looking for a response of a 9 or 10. Anything less and you want to refine and rethink the goal until you do get to a 9 or a 10.

You can ask questions like “What would you need to change or alter this goal to make it a 10 for you?” or “How can we make this goal a 10 so that you can hardly wait to achieve it?”

Then using the feedback you get from the client, re-word the goal until it’s a 9 or a 10.

How Achievable Is The Goal

Once the goal is totally appealing to the client, the next step is to ask them whether they feel they are able to achieve the goal or not.

You can ask them something like On a scale of 1-10, with 1 being “I’ll never be able to achieve this goal” and 10 being “Yes, I can definitely achieve this goal” where are you?

Here’s you’re looking for a score of around 7 or more.

Anything less than 7 can be dealt with in one of two ways:

1. Set a smaller, more believable goal. For example, if the client wants to make \$10,000 a month, but they’ve never earned more than \$3,000 a month, perhaps the jump is too much for them to handle mentally.

So you can set an intermediary goal of \$6,000 a month and then once the goal has been reached, then set a goal for \$10,000 a month.

If the goal cannot be broken down into smaller sub-steps, then perhaps you can extend the timeframe to achieve the goal.

Uncover The Limiting Beliefs That Are Standing In the Way Of The Client Achieving The Goal

Here are some questions to help you to uncover these limiting beliefs:

- ✚ *What would you need to add or remove from this goal in order to make it achievable?*
- ✚ *What is the one thing that stops you from believing you can achieve this goal?*

If the client has faulty beliefs that are standing in the way of them achieving their goal, then implement the belief change therapy techniques that you've learned in order to dissolve these beliefs.

Once these two steps have been completed and the client is sure about the goal, you can move on to the next phase.

Do The Pain-Pleasure Exercise

Here are some questions to ask to elicit the pain and the pleasure the client links to the goal:

What is the biggest limiting belief that is holding you back from achieving this goal?

What does this prevent you from doing, enjoying & achieving in your life? What else? What else? (Keep asking what else until they don't have any more answers)

If you don't change this and continue on the same track that you are on now, what will your life be like a year from now?

How about 5 years from now?

How would you describe a person who let this problem run his or her life?

Are you prepared to let this problem run your life?

How will it affect your loved ones for you not to achieve this goal?

Give me at least 10 reasons why you must achieve this goal?

Strategies For Setting BIG Goals

When a client sets a very big goal, it's a good idea to break it down into smaller sub-goals or milestones. This makes the goal much more achievable.

A big goal can be broken down into yearly goals, monthly milestones, and then daily or weekly action steps.

Then all the client has to do is focus on those tasks that need to be done that week. As clients reach each sub-goal, they will feel that they are on track to achieve their goals.

You don't have to map out all the milestones at once. It's better to set one goal, let the client achieve that goal etc.

The key is to begin with the end in mind and then working backward set the yearly goals, monthly milestones and weekly and daily action steps.

Here are some questions that you may want to ask the client in order to help them to uncover the milestones on the way to the big goal:

I want you to close your eyes and imagine that it's the day after you've achieved your goal. If you were to look back over the last 2 years or 5 years or whatever timeframe the client has set to achieve this goal by, what would have to happen along the way for you to get to this place? What steps would you have to have taken in order to achieve this goal?

Who Does The Client Need To Become In Order To Achieve Their Goals?

One of the things that I love the most about achieving goals is what it makes of the person to achieve them. Achieving the goal itself is almost an accidental side benefit.

Jim Rohn, one of the oldest and most well-known names in personal development said “Don’t become a millionaire for the money. Become a millionaire for what it makes of you as a person.”

This is true for any goal the client sets, because the client will have to develop inner resources and strengths in order to achieve these goals.

So if the client wants to earn a million dollars, for example, then who would she need to become in order to earn that million dollars?

So, working with our millionaire example, here are some questions that you can ask your client to help them to uncover these hidden benefits:

- What sort of a person would you need to be in order to become a millionaire?
- What personality traits would you need to exhibit in order to be a millionaire?
- What skills do they need to develop in order to become a millionaire?

What Price Is The Client Prepared To Pay In Order To Achieve Their Goal?

There's a saying "You can have anything in life that you want, as long as you are willing to pay the price." Nothing worthwhile is ever achieved without some (or a lot) of sacrifice.

The client is going to have to give up some things and make some sacrifices in the short-term in order to achieve what they want long-term.

Sometimes when clients realistically look at what they have to sacrifice, they decide that they don't want the goal after all.

Questions to ask to identify behaviors the client may have to give up in order to reach their goals.

What actions are you taking now that are moving away from your goal?

In order for you to reach your goal, what are some of the things you would have to stop doing?

What you're looking for are the habits and behaviors that the client is prepared to give up.

For example: I'm prepared to give up high-carb foods in order to reach my goal weight and be lean and strong.

I'm prepared to give up watching TV 5 nights a week so that I can study for my degree.

I'm prepared to cut up my credit cards and not spend anymore until my debt is all paid off.

What Are The Consequences Of Reaching The Goal?

Many times, clients are afraid of certain negative consequences if they reach their goal.

Often, they are not even consciously aware that these fears are operating in the background and holding them back.

With some careful questioning, you can bring these fears to their conscious awareness so that they can address it.

Questions To Help The Client Uncover The Consequences

What would change in your life if you achieved your goals?

How will reaching your goal negatively impact your life?

Some of the negative consequences clients might come up with are:

- 1. My husband might start to feel insecure if I make more money than him*
- 2. My friends won't like me if I lose weight. I won't belong anymore.*

Additional Resources

Here are some additional resources to help you to build your coaching business.

www.SixFigureCoachSecrets.com – Resources to help you to build a six-figure coaching practice.