

Examples of Powerful Questions

Taken from "Coaching for Performance" Whitmore, John (2009) pp51-52

1. If you knew the answer, what would it be?
2. What would the consequences of that be for you or for others?
3. What is the hardest most challenging part of this for you?
4. What advice would you give to a friend in a similar situation?
5. What would you gain or lose by doing/saying that?
6. If someone said or did that to you, how would you feel/what would you think?

Taken from <http://www.peggygrall.com/documents/Powerful%20Coaching%20Questions.pdf>

Establish Focus:

1. What are we here to accomplish today?
2. What would be the best use of our time right now?
3. How will we keep on track?
4. How much time do we have to accomplish our task?
5. How should our time be organized?
6. What are the issues you want to deal with?
7. How will you know we have accomplished our task?

Exploring Current Reality:

1. What's happening now?
2. How is the current situation affecting you, others, the situation?
3. What are the factors you need to consider?
4. Do we need anyone else's participation in this conversation?
5. How urgent is this situation?
6. How will your success / failure at addressing this affect the rest of the organization?
7. Who else shares your concerns, dilemma, need to find a solution?
8. How will it feel to have this handled?

Discover Possibilities:

1. What could happen?
2. What have you tried to address this issue?
3. Has there been any progress (no matter how small)?
4. What would your colleagues suggest doing?
5. What do you really want to do?
6. What would be the best possible outcome?
7. What potential other outcomes could happen?
8. By accomplishing our task today, what else will become possible?
9. Do you need to involve others?
10. Who else might be supportive of your efforts?

Plan for Action:

1. Is there any action necessary as a result of this conversation?
2. Of all the options, which ones will work best?
3. What needs to happen now?
4. Which action is the most important now?
5. What should be done first?
6. How will a particular action contribute to achieving your objective?
7. What will the consequences of your Plan be?
8. Who will your Plan affect and how?
9. Who will be responsible for _____?
10. Who else do you need to enlist as a result of our discussion?
11. Who needs to know the outcome of our time together?
12. How will you report your Plan?
13. What will need to happen for you to be successful?
14. What resources will you need?
15. When should you begin?

Remove the Barriers:

1. Are there factors that could get the in the way of your plan?
2. Who might potentially support / oppose the plan?
3. Do you have all the resources you need?
4. What else will you need to change to make this possible?
5. Is it possible to meet the deadlines or projections?
6. What will you do if _____ happens?
7. What's missing?

Recap:

1. What have you decided, created, begun or completed here today?
2. For the items we didn't complete, when do we need to meet again
3. What would the next step look like?
4. What surprises came out of our time together?
5. What lessons learned from today will be valuable for our next task?
6. What will you do – and by when?
7. Do you need anything more from me?

Self-Evaluation of my Facilitation Skills

Please give yourself a score from 1 to 5 in each of these areas (1=Poor to 5= Excellent). This is a self-reflection exercise to aid a subsequent group discussion.

1. I set out the ground rules at the beginning of the year _____
2. I have a plan for each of my meetings _____
3. In planning I consider the climate, environment and room arrangements _____
4. I consider the school calendar(year plan) when organising my meetings _____
5. I focus during meetings on how to get people to participate in the process _____
6. I bring out the ideas and opinions of those in my group _____
7. I never take sides _____
8. I spend a lot more time listening rather than talking _____
9. Everyone in my group feels comfortable when speaking _____
10. I keep the agenda moving forward at each meeting _____
11. I have strategies to prevent problems arising _____
12. I have a strategy to deal with the dominator in the meeting _____
13. I have a strategy to deal with the upset and emotional person _____
14. I have a strategy to deal with the silent person in the room _____
15. I have a strategy to deal with the cynical group member _____
16. I have a strategy to deal with mobile phone use during the meetings _____
17. If needs be, I am flexible with the agenda _____
18. All my contributions are welcoming and positive _____
19. I am good at wrapping up the meeting and summarising the main learning from it _____

Positives:	What I need to improve on:	Notes:

