

Session 39: Reviewing contracting

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Today we are exploring

- Reflecting on reviewing your contracting
- Reviewing principles and ground rules for working together, negotiable and non-negotiable, and how to discuss this regularly
- Reviewing the coaching relationship
- Making agreements such as timescales, feedback and challenge within the coaching container
- Reviewing goal setting, what is going to be achieved and how coach and coachee knows it has been successful

Reflecting on reviewing your contracting

- ✓ Finish this sentence: Reviewing contracting feels…
- ✓ What do you currently know about reviewing contracting?
- ✓ What kinds of challenges might arise in reviewing contracting?
- ✓ What helps you to develop your contracting review process?
- ✓ How confident do you currently feel when reviewing contracting?
- ✓ How do you know identify the gaps in your knowledge?
- ✓ Where can you go to address those gaps?
- ✓ What else do you notice?
- ✓ What do you want in place to regularly develop your contracting review process in your coaching practice?
- ✓ Explore the different resources relating to contracting in the course materials for ideas

Know what you stand for, or you'll fall for everything!

What culture are you creating?

Reviewing your principles:

- What principles feel important for you to adhere to at the moment?
- What particular coaching model / approach / set of tools that feel important in your context right now?
- What values currently underpin your coaching practice?

Reviewing your ground rules:

- What is non-negotiable in your coaching practice currently?
- What behaviour or approach is not acceptable at this time?
- What are you comfortable negotiating about at this stage in your journey as a coach?
- What behaviour or approach do you encourage in your current practice?

How do you ensure these continue to be honoured in your coaching relationships?

Reviewing the coaching relationship

Review after 2-3 sessions to see how things are going. Some questions you might ask at this point are:

- Are we meeting sufficiently frequently?
- Are these meetings long enough?
- Are we both adhering to the original commitments we made to each other?
- Have we built enough rapport?
- What do we need to change to make our time together more effective?
- Do we both have confidence that we will achieve our goals?

It is good practice to revisit these questions as often as you both feel is appropriate – but every 3-4 meetings is a good guide.

https://clutterbuck-cmi.com/briefings/reviewing-the-coaching-relationship

"How could I support you more effectively on our next session?"

Reviewing the coaching relationship

As you progress in the relationship, you may also like to add in further questions with some more related to reviewing your goals and others that focus on the quality of your conversations.

- Do we feel we're making real progress in the relationship?
- Where have the coaching sessions helped so far?
- Are we preparing adequately for meetings?
- Are we reflecting sufficiently after meetings?
- What are our thoughts in terms of this relationship around:
  - Trust and rapport
  - Challenge of each other
  - Depths of our discussions
  - Management of boundaries
  - Openness and honesty

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Reviewing the coaching relationship

It is also a good idea to build an element of review into each meeting and this is something that it is good to agree as part your original working agreement.

A good suggestion is to check in with regard to the following:

- What % of the talking did both of you do? Ideally the coach does 20%, the mentee 80%
- Who asked the questions? Good practice is that the coach should be asking most of the questions.
- Who found the solutions? This should be the coachee with support from the coach.
- Where was the power? Ideally, there should be no power felt, but that you are on equal terms.
- What should either of us do more of/less of?
- What do we need to change to make this more effective?

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Other questions you may want to consider when reviewing contracting

- How much challenge does your coachee want next?
- How much support do they want from this point onwards?
- Permission to share coach intuition in future?
- Coachee current support network and counselling?
- How do they regulate themselves now?
- What do they do when their current approaches do not work?
- What would help them to know the coaching has been successful now?
- What timescales does the coachee want to work towards in this phase?
- What other things are happening during this timescale in the coachee's life?
  - Holidays, increases in planned work, other activities that impact partner, children, support network of the coachee
- What else might get in the way of achieving the next set of intentions for coaching?

Reviewing goal setting

Clarity about the original goal setting:

- What kinds of goals did the coachee have for the original coaching period?
- What did they want to be different as a result of the coaching?
- How successful has the time together has been?

Be aware:

- The goals coachees originally came to coaching for may not have been the root of the problem
- If the coachee wants to tackle what's going on underneath it may take more time
- It's ok for goals to change of time, and helpful to review so changes are intentional and transparent

Questions to ask when reviewing the contract:

- What do you feel is the real challenge underneath this issue at this time?
- What can we do together to address this? Or… Shall we explore referring you to other support for this?
- Let's review your original goals and explore how you are feeling about them now

Ways to explore what you achieve together

Rich Litvin: process for contracting with a new client. 'The Art of the Proposal' video: working together – timestamp 10 mins 10 secs: https://www.youtube.com/watch?v=BjwzfLIA8w0

His framework for agreeing what coaching will cover varies and can include:

- Vision, strategy, mindset, skills, energy *(quite a corporate approach)*
- Other options: goals, skill set, creativity, service, integrity *(may be more appropriate for parents)*
- Cannot write a definitive list as each client/coach relationship is different so aspects need to adapt
- *Can be a helpful process to use in reviewing contract as well – what has been covered? What next?*

My framework for agreeing what coaching will cover varies and can include:

- Presence, peace, regulation, sensory experiences, connection with self / inner child / universe (3 steps home), authenticity, some or all of the QUESTINGS – see next slide

What might your framework for agreeing and reviewing coaching priorities look like?

QUESTINGS (Created by Paul Crummay, 2017)

Q	**quieten** the chatter, settle the heart-mind-body
U	**understand** and appreciate without judgement what your experience is: your experience = an event + your interpretation
E	**explore** with curiosity, not with an agenda; include as many angles, possibilities, bring in as many elements as you can
S	**see** how life already gives you options or doesn't, ideas, alternatives, support- consider them now… what is possible? Ask "What if…?"
T	**trust in the bigger picture -** that you already intimately co-create reality
I	**intuition, feelings & imagination** is where you make decisions
N	**next steps now;** now is the only time you have; you can design actions with a holistic perspective, including broader dimensions of your life
G	**gather resources**: where can you already achieve change in partnership with the universe, with time, with planning, with resolve & confidence
S	**set off in specific steps** in the new direction, just do next the thing you can, then the next, then the nex

(See assessment in session resources)

Reviewing the success of the coaching relationship

- What was the overarching goal?
- What was planned to be different as a result of achieving that goal?
- How did you both plan measure the impact of achieving that?
- What is important now?
- What will success look like in this next phase for this coachee?
- How will you both know you have been successful in this next phase?
- What will you both use to measure the success of this next phase of coaching?
- How would the coachee like to measure their success?
- Consider 4 levels of evaluation by Kirkpatrick: initial reaction, learning, behaviour change, impact on family

What this means for you personally

- ✓ Reflect on contracting now – what do you notice?
- ✓ Play with it a little – what if this was different?
- ✓ Use the questions at the start of this session to help you reflect
- ✓ Identify 1 ways you want to develop your contracting over the next month – with awareness that you can explore other aspects another time
- ✓ Plan what you will do over the next month to develop this capacity
- ✓ Consider how feeling capable can help other parents

The importance in a parenting context

- ✓ Your awareness of and confidence in reviewing contracting will naturally bring a new dynamic to your parenting, perhaps around consent and honouring the other person's priorities
- ✓ You can share your awareness with coachees, both formally by showing and explaining, and informally by modelling the approaches in your sessions
- ✓ You can pick the knowledge, skill or behaviour that feels relevant in the context:
  - ✓ Introducing the coachee parent to the concept of reviewing contracting may help the coachee to explore reviewing agreements within their family
  - ✓ How could the coachee review their agreements in relation to parenting and start to notice what feels right and what doesn't? What is spoken and what is assumed?
  - ✓ How does the coachee feel in their body when the family review their healthy agreements?
  - ✓ How can the coachee check in with their child to review healthy agreements?
  - ✓ How can the coachee negotiate with others to ensure healthy agreements are reviewed outside the home?