## Coaching Conversation Planner

In a coaching conversation, the goal is to increase others’ capacity to think through a situation and decide on a course of action.

As a leader, it can be tempting to offer suggestions rather than asking questions that help employees develop solutions on their own. The list below can be used as a menu for you to pick from during coaching conversations. These questions are organized according to the GROW model, which is a sequential process for coaching others through problem solving and planning.

**GROW stands for:**

**G**oal What do I want to achieve?

**R**eality Where do things stand now?

**O**ptions How might I get from here to there?

**W**ay forward What’s my best course of action?

## GROW Coaching Questions

**Goal**

* What would you like to happen?
* What do you really want?
* What result are you hoping to achieve?
* Why are you hoping to achieve this goal?
* What would be the benefits of achieving this goal?
* How would you know you succeeded (what would you see and/or hear)?

**Reality**

* What’s happening with this right now?
* What makes this an issue for you?
* What progress toward your goal have you made so far?
* What’s working well? What isn’t working very well?
* What has contributed to your success so far?
* What do you think is stopping you from reaching your goal?
* Do you know other people who have achieved this goal? If so, how did they do it?

**Options**

* What are your options?
* What are you thinking about?
* What has worked for you already? How could you do more of that?
* If anything was possible, what would you do?
* What could be your first step?
* Who else might be able to help?
* If you had more time, what would you try?
* What if you had less time – what would that force you to try?
* What advice would you give a friend in a similar situation?
* How have you tackled a similar situation before?

**Way Forward**

* Of the options you’ve identified, which are best for moving you toward your goal?
* What do you have to do to make it happen?
* What roadblocks might you encounter along the way?
* What resources do you need?
* On a scale of 1 (low likelihood) to 10 (very likely), what is the likelihood of your plan succeeding? What would it take to make it a 10?
* What one small step will you make right away?
* What do you need from me or others to help you do this?

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