Coaching Through Transitions
(Adapted from “So what is Transition Coaching all about?”)

Everyone loves a definition... so let’s start with one!

“Coaching is an on-going partnership that helps clients produce fulfilling results in their personal and professional lives. Through the process of coaching, clients deepen their learning, improve their performance, and enhance their quality of life. Beginning with the clients’ desires coaching uses reporting, exploring, and a consistent commitment to move the client forward. Coaching accelerates the client’s progress by providing greater focus and awareness of choice. Coaching concentrates on where clients are today and what they are willing to do to get where they want to be tomorrow.”

International Coach Federation, ICF

Coaching through transition is all about helping people get from where they are in their life to where they want to go to. If everyone is being honest with themselves, I think we could all do with improving an area or two of our lives. But why don’t people do anything about it? Everyone knows what to do in life to become more successful but they don’t do what they know.

It is a Coach’s job to help people get what they want in life by breaking down the barriers that people impose on themselves.

The best analogy you can ever use is that of a Personal Fitness Trainer. When you go to a gym, your personal trainer will first ask you what your goals are. For example, do you want to lose weight? Lose fat? Build muscle? Build endurance? Increase stamina? He or she will then see where you are at with regards to your goal. So for example, if you want to lose body fat then your trainer may ask you to take a body fat composition test that will measure your current levels of body fat. You may be asked to take a fitness test, asked what your current eating habits are etc. After establishing exactly how much you want to lose and over what period of time you want to lose it the trainer will then devise a plan of action of what you must do in order to achieve your fat reduction goals.

Likewise, for a client in transition helping them to clarify the transition, then isolate and move past the obstacles in life that are impeding their forward progress are the initial steps to identify their goals in transition. You might have a client come to you about the possibility of changing careers. You would then help them work out their future career vision, explore their various talents and abilities, and determine what they must accomplish in order to move closer to that end goal.

Along the way, as coach you will encourage and motivate your client, ask questions about their motivations and any barriers that they face, and then help them work out plans to grow in specific areas of their life.
Just like the end goal of a trainer, coaching through transitions is assisting your client in achieving their goals a lot quicker and more effectively than if they did so by themselves.

Coaching through transitions does EXACTLY the same as a Personal Trainer but with areas of one’s life.

This could include:

- **Confidence and self esteem**
  - Feeling good about yourself
  - Removing the self doubt
  - Meeting new people and feel confident
  - Speaking in front of groups

- **Career**
  - Knowing what career is for you
  - Getting a better job
  - Doing one’s job better
  - Getting a promotion
  - Starting a business and going it alone

- **Relationships**
  - Developing listening skills
  - Working through problems with one’s partner
  - How to get through tough times
  - Building stronger bonds

- **Communication skills**
  - How to communicate with anyone
  - How to make small talk with strangers
  - How to get one’s point across effectively

- **Losing weight/health**
  - Improving one’s health
  - Reducing stress
  - Sticking to a healthy eating plan
  - Sticking to an exercise plan

- **Dreams and achievements**
  - Setting some compelling goals
  - Working out what one want from life
  - Providing direction and purpose
  - Having more fun
  - Having more energy

- **Money/Finance**
  - Earning more money
  - Saving more money
  - Working out and stick to budgets more effectively
• Getting what one want in life
  o Become more organized
  o Getting rid of barriers and negative thinking
  o Managing time more effectively
  o Discovering one’s values in life
  o Remove the clutter that bogs one down
  o Learning how to stay focused

The Role of a Coach through transitions

Rather than actually TELLING someone the answers, as Coach you are the catalyst for getting a client to find the answers themselves. By asking challenging and thought provoking questions, you can unlock the potential in a client. Coaching is forward looking and focused on the action a client is willing to take to get what they want out of life.

Sometimes clients just can't see the wood for the trees! They are so wrapped up in everyday life that indeed life just passes them by! With coaching they able to see different alternatives and to take a step back and actually examine their life and all of its component parts.

This in turn leads to greater:

• Self-awareness
• Focus
• Accountability

A Coach Is their...

• Own personal trainer to enable you to achieve your goals
• Champion during a turnaround.
• Trainer in communication and life skills. Sounding board when making choices.
• Motivation when strong actions are called for.
• Unconditional support when you take a hit.
• Mentor in personal development.
• Co-designer when creating an extraordinary project.
• Beacon during stormy times.
• Wake-up call if you don't hear your own.

And most importantly, the professional coach is their partner in helping them have all of what matters most to them.
One-on-One Coaching:

The structure of coaching in the main is flexible. You can design a coaching arrangement with the client that meets their individual needs and schedule. The basic design consists of:

- Initial, 30-minute complementary "is coaching for you" session?
- An additional, one-hour session to create a coaching strategy (in-person or by phone)
- Initial assessment to evaluate work and life needs and establish goals.
- Regular on-going coaching sessions (typically by phone/email)
- Exercises to increase self-awareness, encourage creative thinking, and develop practical skills.
- Quarterly evaluation and review, along with strategies for ongoing support.

Coaching sessions are usually scheduled weekly, lasting from a half-hour to an hour. Clients can, of course expect full confidentiality and an impartial sounding board to help them work through any issues as they move closer to achieving their goals.

Together, you and your client will define the length and frequency of future coaching sessions that may be needed to support your client’s personal development. Sessions may be focused on one specific goal or challenge that you may be facing, or on a much broader set of personal or professional issues.

Adapted from writing by Transition Coach and Health and Wellness Expert Marie Shea, RN, CPC, CHHP, AADP of Shea Consulting, LLC is dedicated to providing workable, personal solutions which can help you cultivate a happier, healthier, longer life.