

Day 1 Workbook — Your Leadership Coaching Playbook

Your baseline: self-assessment, reflection and action planner

Part A — Baseline self-assessment (score yourself 0-3)

0 = not yet · 1 = rarely · 2 = often · 3 = consistently

1. I listen more than I speak in leadership conversations.
2. I ask questions before offering my own answer.
3. I can hear a leader's complaint and reframe it as a choice they own.
4. I know the difference between coaching, advising and mentoring — and can show it in behaviour.
5. I contract clearly with all three parties: sponsor, leader, myself.
6. I protect confidentiality without becoming vague or evasive.
7. I work with the leader's system (team, org, sponsor), not just the person.
8. I measure behavioural change, not just feelings.
9. I stay calm when a senior leader tests or challenges me.
10. I develop capability that outlasts the engagement.

Your total /30 — this is your starting line, not a grade. Re-run this assessment on Day 24.

Part B — Reflection

1. When was the last time you gave advice you should have replaced with a question? What was the cost?

2. Which of the L.E.A.D. stages (Listen, Empower, Align, Develop) feels weakest in your own practice today — and why?

3. A leader you would love to coach — what problem of theirs would you want to take into Day 2?

Part C — Action planner

My one behaviour change for this week:

The conversation where I will practise the L.E.A.D. arc first:

My definition of a “win” for my first leadership coaching engagement:

Day 1 · Leadership Coaching Mastery — Leadership Coach's Stance