



Executive Life Coaching Exercises & Tools

Exercise or Tool	Uses
Direct Communication	To bring awareness to something a client may not be noticing in themselves.
T.I.M.E. Model	To set a clear and measurable agenda for an individual session.
Meta-Coaching	To craft how you will work with each specific client with their needs and goals in mind.
Asking Permission	To introduce a tool. To share an idea or thought.
Bottom Lining	To get to the root of story telling. To get at the core message in a long-winded response.
Clearing	To provide an opportunity for clients to clear the air of something present on their mind that might be getting in their way of being fully present in a coaching session.
Acknowledgement	To point out a character trait a client has drawn upon in a situation. Usually a character trait they might not recognize in themselves.
Core Motivation	To increase a client's awareness of who they are being.
Making Distinctions	To draw attention to what a client is doing versus what they think they are doing. To draw attention to the differences in a client's thinking and being. To identify slight nuances in two things that a client is considering the same or similar.
Inquiry	To provide an opportunity for clients to further explore a topic between sessions.
Wheel of Life	To get a snapshot of the current state of a client's life.
Well-Designed Actions	To craft clear, measurable actions that are both positive and 100% in the client's control.
Brainstorming	To encourage creativity & imagination in considering what's possible when a client is stuck.
Vision Recordings	To craft a vision of 3 months into the future and identify what needs to happen prior for that vision to become a reality. To create a tool that clients can use for motivation and as a reminder of what they are working towards.
Strategic Vision	To craft a vision for a company to share with their team that maps out pathways to achieve important goals.
Assumptions Chart	To deconstruct assumptions a client makes around a particular topic or situation. To increase a client's awareness of how their assumptions lead to their results.
Busting Limiting Beliefs	To poke holes in beliefs a client holds that might hold them back from accomplishing more.
Perspectives	To craft and name several perspectives for a client to leverage in various situations. To empower a client to choose perspectives that will benefit them.
Clarifying Values	To identify and name several values a client holds so they can intentionally make decisions based in their values.
Passion	To identify what a client is willing to go through tough stuff for in order to do what they love.

Mission Statements	To craft a single sentence that a client can refer to throughout the day as a barometer for action.
Systems	To create more streamline and efficient systems.
Motivation Styles	To introduce different types of motivation so a client can leverage the motivations style that is most appropriate in a given situation.
Team Bonding	To help a client identify ways to increase the bond among team members and ultimately increase their commitment to their work and the company.
Future Self	To create a relationship between a client's present self and who a client will be 10 years in the future, from which they can glean advice and perspective.
Inner Critic	To personify the negative self-talk a client experiences so they can manage these thoughts in a productive manner.
360 Degree Review Feedback	To facilitate an opportunity to receive feedback from a variety of people in a client's life. To facilitate a system for a company to conduct regular opportunity for all stakeholders (internal & external) to provide feedback.
Metaphor	To explore a situation in an imaginative way. To allow a client more easily describe a feeling, experience, or perspective that might otherwise be challenging to explain.
Bird's-Eye View	To quickly and easily view the bigger picture. To get out of coaching the problem.
Reframing	To quickly provide a different perspective for a client. To take what a client might be viewing as a setback and provide a positive viewpoint.
Challenge	To present an action or idea that is far outside a client's consideration to encourage them to step beyond what they think is possible.
Reminders	To associate a word, image, or body movement with a perspective, so a client can quickly drop into that perspective when they need it most.
Paraphrase	To briefly restate a client's words in an effort to increase awareness within their reflection.
Championing	To close the gap between a client's current situation & what's just beyond the next push.
Rituals	To build a sense of belonging among the team. To instill a shared purpose.
Future Pacing	To visualize a situation in detail, up to three weeks in the future, in an effort to increase a client's follow through on decisions that are in alignment with their values.
Jet-lag	To highlight how an insight in one area of a client's life can be leveraged in other areas as well. To explore what is possible when a client applies their successes to areas where they are experiencing challenges.
Powerful Relationships	To increase a client's awareness of the assumptions they make within their relationships and how those assumptions impact the results within the relationship.
Empathy	To provide an experience for a client to understand what someone else might be thinking and feeling.
Leadership Projects	To culminate client's learning through their coaching experience in a way that serves others.
Celebration	To create a reminder of a past success for present of future motivation.
Completion	To acknowledge the character traits a client has developed over the course of their coaching experience and how that will benefit them moving forward.