

## SAGE Coaching Approach

Use this worksheet to plan out your next coaching conversation. Write the questions you will ask in the spaces provided.

### Situation Analysis

- What's the current situation?
- What is your assessment of what's going on?
- Where do you need help?
- What are you struggling with the most right now?
- What is getting in the way of success?
- What obstacles are standing in your way?
- What is stopping you from making this decision?
- What have you already tried? What is the impact?
- What do you make of all this?
- How do you want it to be if all goes as planned?

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### Alternatives and Options

- What have you thought about or already tried?
- What do you think could work here?
- What other options can you think of?
- What could you do differently?
- That's one option, what's another?
- What are the pros and cons (of each option)?
- What would happen if you do nothing?
- What needs to be in place for you to be successful?
- How do you want to rank these options?

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### Goal Setting

- Which option makes the most sense right now?
- What do you want to do, short term and long term?
- What three goals do you want to set for yourself?
- I notice there are times you struggle with making the final decision. What support do you need from me?
- What steps do you want to take?
- How will these actions help you meet your goals?
- What obstacles stand in your way?
- What is the outcome you want to achieve?

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### Execution and Accountability

- On a scale of 1–10, what's the likelihood of you doing this? What prevents it from being a 10?
- When will you get started?
- What support do you need from me?
- How will we measure success?
- When will we follow up/meet again?
- What will you do and when will you do it?
- I noticed you didn't do what you said you would do, how do you want to be held accountable?
- What will you do if things don't work out as planned?
- I know you can do it! I believe in you!

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