

Guide for Interviewing Executive Coaches

Selecting the right executive coach sets a pivotal foundation for a top-notch partnership. Use this guide to size up the fit (the “chemistry”) and capabilities of potential coaches, and then choose the one who can best serve your interests. Check out this [quick read] for more about effective chemistry interviews.

Before the Interview

Consider:

- What are your overall objectives for this coaching engagement?
- What do you most hope the coach will do/not do in service to those objectives?
- What is most important for the coach to know about you?

Interview Agenda Flow

1. **Introductions** – brief exchange, sharing your role, location, direct leader, the team you lead, work location, etc.
2. **Your objectives** – your primary objectives/interests in this coaching engagement
3. **Questions** to ask the coach – Select and personalize from the suggestions below. Note – Use the same questions to give yourself consistent points of comparison.
4. **Demo coaching** [optional] – Ask the coach to demonstrate how he/she would actually coach you on a particular focus area.
5. **Closing** – key take-aways and next steps

Questions to ask the coach

- Tell me about yourself. How did you get into coaching?
- What has prepared you to serve as an executive coach?
- What sets you apart from other coaches?
- What kind of clients are the best fit for you? What kind of clients are not a good fit for you?
- Tell me about a couple of clients you have coached, and how you helped them.
- What would you expect of me as your client? What can I expect of you as my coach?
- How have clients described your coaching style?
- Walk me through your process. How would we work together?
- Considering what I have shared, how would you support me in achieving my goals?
- How has your coaching approach evolved over time?
- What else should I know about you?

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