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Selecting An External Coach: Coach Selection Interview

- What are your credentials? (Degrees and Designations)
- What are your relevant professional and life experiences that qualify you to coach this person?
- What approaches or behavioral models do you use? What is your coaching philosophy? What coaching or development tools do you use?
- What types of people do you relate to best? Least? What types of people relate best to you? Not as well?
- What type of people do you prefer not to coach?
- What are the boundaries of coaching versus consulting, counseling, or Employee Assistance Programs (EAP)?
- How do you decide what is to be addressed and accomplished with the client?
- How do you establish a good rapport with the client? What do you do if you and the client cannot establish good rapport?
- Do you meet on a schedule or an as-needed basis? How do you communicate with the client between sessions?
- When you coach in person, where do you meet?
- Describe the structure and content of a typical coaching session.
- Describe a case and how you handled it from beginning to end. What type of problems were addressed and how did you approach them? What was the outcome?



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- How do you assess the client's development on the issues being addressed? How do you know when it is time to be done or to re-contract? What would this conversation sound like?
- How do you assess the client's ongoing satisfaction with you as a coach?
- In your opinion, when does coaching not work?
- How do you handle confidentiality between you and the client?
- What contact do you have with the client's boss or other organizational representatives? What information do you share with them? How do you handle conflict of interest?
- How do you help the client transition out of the coaching relationship?
- Are the fees in line with organization's guidelines?
- When can you start and how available can you be?