

ILLCP 93(b) Strategic Coaching Practices: Ice Breaking Tools

Part two of this class is designed to help you learn more about the person you are coaching or mentoring.

The Personality Profile and the CARE-Coaching Questions will give you the insight that you need to determine the best way to approach and guide someone through the coaching process.

These tools will provide the opportunity for the coach to set the right atmosphere. As you walk through these tools you'll see why it so important to:

- 1.) Build a right foundation based on the fresh, new view of people
- 2.) Understand the coach/client relationship and roles, and
- 3.) Create a safe coaching environment.

There are many personality profiles and behavioral assessments that are being used for many reasons. In this training, we use a scaled-down and very simple assessment to demonstrate how to use this type of tool in the context of life coaching.

- **Take the Personality Profile Assessment** (pp. 36-40)

Another excellent tool that can help break the ice and open conversation is the CARE Coaching questions tool. To better understand it, we recommend that you walk through the questions personally.

- **Answer the CARE Coaching Questions** (pp. 41-42)

DIFFERENT PERSONALITY TYPES

- P** ➤ (Powerful/ Pioneering/ Forceful)
 - I** ➤ (Impacting/ Effecting/ Affecting)
 - C** ➤ (Consistent/ Dependable/ Reliable)
 - A** ➤ (Adherent/ Analytical)
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Discovery Analysis Statements

Instructions:

- In each section mark **only** the statements you feel best identify you
- Do this for each section and add total number of marks for each section where designated
- You may find a balanced profile while others are distinctively one personality type or another

Please note regarding your analysis: **There are no right or wrong answers.**

Disclaimer: Our use of assessment tests are not meant to predict behavior or provide data for organizations, businesses, institutions, or agencies to use in employee evaluations for promotions, assignments, demotions or terminations. This data is to be used strictly for personal evaluation and a temporary snap shot for individuals to gain insight into themselves; thus giving them an opportunity to make positive changes and improvements in their interactions with others.

Begin Discovery Here:

1)	
	I feel confident in most situations
	When given a task I can motivate myself to get the job done
	It is easy for me to make decisions
	I enjoy working on solutions to problems
	I get satisfaction out of a job well done
	I work best when I am given freedom to work at my own pace
	People don't intimidate me, it's easy to take charge
	I like to be positive about situations
	I work best when I have several things to do at one time
	I prefer it when not given too much detail – just get to the facts
	I don't need to be affirmed by others to feel good about myself
Total	For This Section ("P" Personality): _____
2)	
	I enjoy solving problems that make peace in situations
	I get burdened down by too many details
	People are important to me
	I connect with how people feel
	I am positive about situations in life
	I like to help people because I understand how they feel
	I enjoy talking to people
	I get excited when given the opportunity to address a group
	I have to be careful not to get "too involved" with others
	I prefer it when I am not restricted by a lot of rules
	I like it when I am praised and encouraged in my efforts
Total	For This Section ("I" Personality): _____
3)	
	I enjoy listening to others
	I feel I can be trusted
	I can be relied upon in any situation
	I enjoy following the rules
	I prefer to work with a team of people instead of alone
	I work best when I work at something as if it were my own, even if it's not
	I prefer it when my life stays the same, not a lot of changes
	I look at myself as a faithful person
	I like it when I am appreciated for what I do
	I like to be given time to adjust to new ideas
	I work best when I understand my job clearly
Total	For This Section ("C Personality): _____

4)	
	I like to have the "facts"
	When given a task I like to exemplify excellence
	I feel I have sound, reasonable ideas
	I enjoy working on solutions to problems
	I get satisfaction out of a job well done
	I work best when I can work alone
	People get in my way
	I prefer organization and work in an organized fashion
	I work best when I am given specific assignments
	I don't like change
	I prefer time to think through a given task
	I tend to be annoyed by undisciplined people
Total	For This Section ("A" Personality): _____

Personality Descriptions to Aid in Conversation:

P (Powerful/Pioneering/ Forceful)

Characteristic of the P personality:

- Have confidence
- Have the ability to get the job done
- Decision makers
- Problem solvers
- Innovative
- Are result orientated
- Like freedom to move and do
- Usually an assertive personality
- Optimistic
- Can do several things at once

Areas a P personality needs to work on:

- Being a good listener
- Be more approachable
- Learn to appreciate others ideas and opinions

How to work with a P personality:

- Get to the bottom line
- Be direct
- Allow them freedom of movement with a level of authority
- Don't use too many words when communicating

I (Impacting/Effecting/Affecting)

Characteristic of an I personality:

- Peacemaker
- Problem solver
- Less attentive to details
- Concerned about the people
- Get emotionally involved
- Positive and optimistic
- Have the ability to affect others at an emotional level because they care
- Good presenter

Areas an I personality needs to work on:

- Be more result oriented
- Practice control of emotions and words
- Talk less/listen more
- Work on follow through on projects
- Be less hasty

How to work with an I personality:

- Give them people to interact with
- Give plenty of praise and affirmation
- Need freedom from too many rules and restrictions
- Give tasks that need problems solved
- Allow freedom to encourage others
- Allow group discussions/team work

C (Consistent/Dependable/Reliable)

Characteristic of a C personality:

- Good listener
- Reliable
- Dependable
- Take ownership
- Like teamwork
- Peacemaker
- Follows rules
- Don't care for change
- Loyal

Areas a C personality needs to work on:

- Work on adjusting to change
- Work on not personalizing confrontation
- Work on defining priorities for the good of the big picture
- Open up with own thoughts and feelings and understand their value

How to work with a C personality:

- Like clear instruction
 - Like support and encouragement
 - Need to understand how their role helps
 - Need time to adjust to change
 - Express appreciation
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A (Adherent/Analytical)

Characteristic of an A personality:

- Likes consistency
- Likes facts
- Desires quality and excellence
- Tends to internalize thoughts and feelings
- They are a logical voice of reason (when they talk)
- Very thorough
- Work well independently
- Good trouble shooters
- Likes to analysis information

Areas an A personality needs to work on:

- Engaging with team
- Taking risks
- Being less judgmental of others
- Willingness to make changes

How to work with an A personality:

- Be organized
- Be logical and detailed
- Allow them to work independently
- Give precise tasks to be completed
- Reassure them of job well done

CARE-Coaching Questions

1. How do you define, at this stage of your life, success and happiness?
2. If you had a one-year paid vacation, what would you do in that year?
3. If a natural disaster destroyed your house, what's the one thing you'd make sure to save?
4. What's the biggest misperception people have about you?
5. What's the one life experience you want a do-over on?
6. Describe a moment or accomplishment for which you are very proud or pleased?
7. How do you tend to sabotage yourself?
8. What is missing in your life? What would make life more fulfilling?

9. What did you always dream of doing, ever since you were child?

10. Do you believe in God or the concept of some form of higher power? How does this fit into your life?

11. What would the IDEAL OUTCOME for your situation/issue look like?

12. What does success mean for you? What would a successful life look and feel like?

13. When were you happiest - and - unhappiest in your life? What made it so?

14. If there is something you have given up on in your life - what is it?

15. Who are you? (looking for more than the obvious.)

16. WHO will you BE when you achieve success... in other words, what will others see in you?