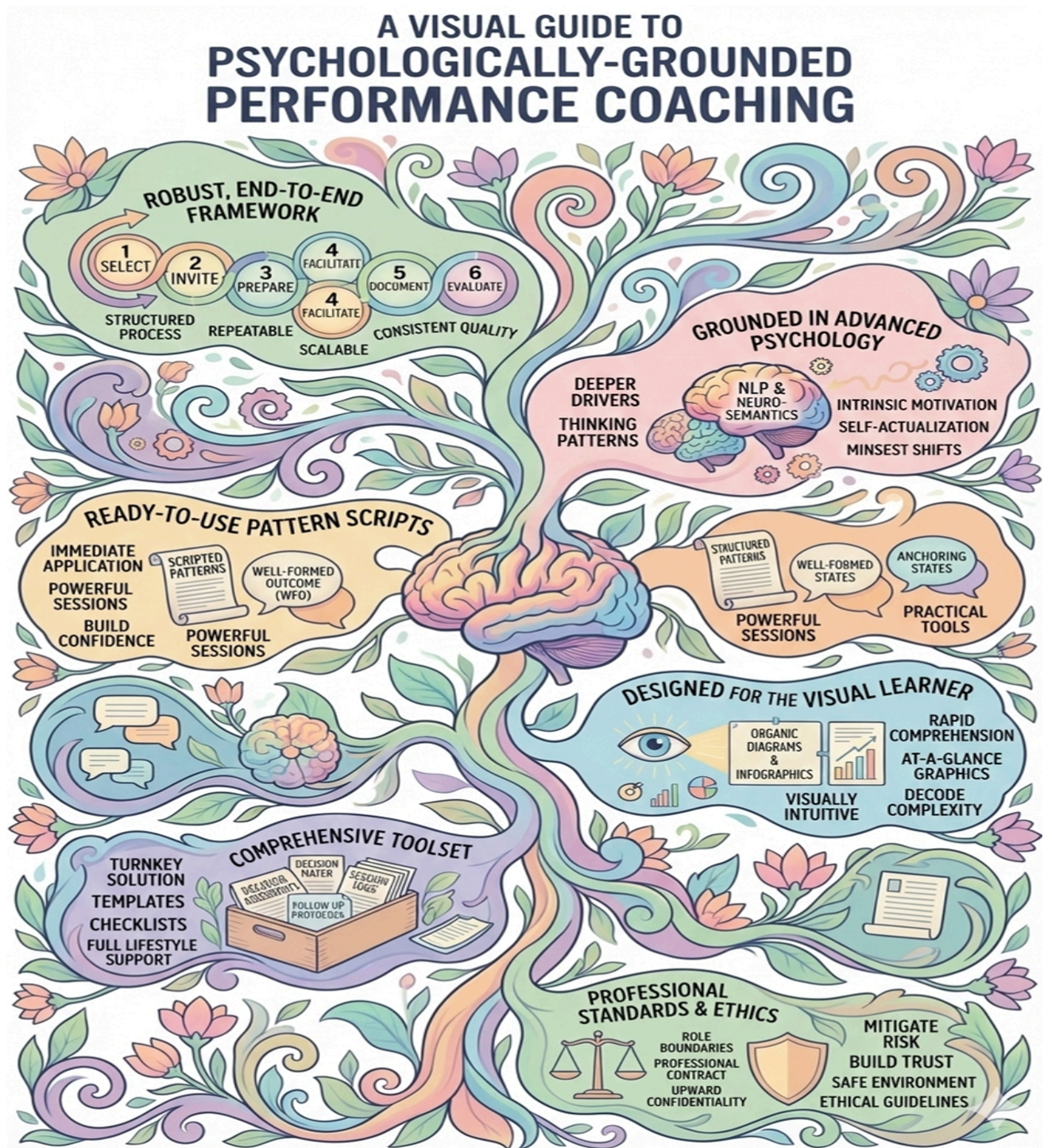


THE LWCC COACHING TOOLKIT

A Visual Guide to Psychologically-Grounded Performance Coaching

Version 2.6 | 2026 Edition

Powered by Breakthrough Coaching & Consulting, Inc.



Built on the Meta-Coaching® System & Neuro-Semantics

"A turnkey solution for leaders who need repeatable, consistent quality in every conversation."

I. THE TOOLKIT PROMISE: FROM THEORY TO EXECUTION

The **Leader as World-Class Coach (LWCC) Toolkit** is the "hardware" that powers the "software" of the book. While the book teaches you how to *think* like a coach, the Toolkit provides the exact *blueprints* to facilitate transformation.

- **Robust Framework:** An end-to-end system covering the full lifecycle: Select → Invite → Prepare → Facilitate → Document → Evaluate.
- **Ready-to-Use Patterns:** Scripted protocols that allow for immediate application and mindset shifts.
- **Scalable Quality:** Standardized templates that ensure a consistent coaching experience across an entire organization.

II. THE CORE FRAMEWORK: THE 6-STEP LIFECYCLE

The Toolkit organizes the coaching journey into a structured, professional process:

1. **SELECT:** Using the **Coaching Readiness Matrix** to identify who is truly ready for a coaching partnership (High Will/High Skill).
2. **INVITE:** Professional scripts to set expectations and secure buy-in from the coachee.
3. **PREPARE:** Pre-session assessments that ensure the coachee arrives focused and ready for breakthroughs.
4. **FACILITATE:** The engine room. Using the **7 Essential Skills** (Listening, Support, Questioning, etc.) to drive the session.
5. **DOCUMENT:** Standardized session notes to track progress and maintain accountability.
6. **EVALUATE:** Measuring the ROI and behavioral shifts post-session.

III. KEY INSTRUMENTS (SNEAK PEEK)

1. The Coaching Readiness Matrix

Stop wasting time coaching people who aren't ready.

- **The Tool:** A 2x2 matrix (Will vs. Skill) that helps leaders decide whether to **Direct, Guide, Excite, or Coach**.
- **Quotable:** *"Coaching is for the 'High Will' performers ready to scale. For everyone else, we have different tools."*

2. The GROW Model (Enhanced)

The Toolkit provides a deep-dive script for the industry-standard GROW model, optimized with Meta-Coaching linguistics:

- **Goal:** Defining a Well-Formed Outcome.
- **Reality:** Sensory-based checking of the current state.
- **Options:** Creative brainstorming to expand the Power Zone.
- **Way Forward:** Creating concrete action steps and accountability.

LEADER AS WORLD CLASS COACH LOOP

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STEP 1: SELECTION

identify the individuals who would benefit most from coaching- based on performance, potential, or specific development needs.

STEP 2: INVITATION

formally approach the selected individual to explain the purpose and benefits of coaching. Create a welcoming environment to gain the coachee's buy-in to participate

STEP 3: PREPARATION

lay the groundwork for the coaching program by defining coachee goals, leveling expectations, outlining the coaching process, and creating a coaching agreement to set up the structure of the coaching relationship.

STEP 4: FACILITATION

The core of coaching: coach actively engages coachee through focused dialogue, questioning, and support- so client discovers his own solutions and take action.

STEP 5: DOCUMENTATION

recording key insights, action plans, to track progress made during sessions to ensure accountability and provide a reference point for future sessions. Loops back into preparation then facilitation for the number of sessions

STEP 6: CONCLUSION

This final stage marks the end of the formal coaching relationship- involves process review, celebrating achievements, and discussing how the coachee can continue their development independently.

3. The 7 Essential Coaching Skills (The Benchmarks)

The Toolkit doesn't just list skills; it provides **benchmarks** for mastery:

- **Support:** Creating a "psychologically safe" environment.
- **Listening:** Moving beyond words to sensory acuity.
- **Questioning:** Asking "What" and "How" instead of "Why."
- **Meta-Questioning:** Scaling the ladder of meaning to find the "Meta-State."
- **Inducing States:** Helping the coachee step into a resourceful state (e.g., Confidence, Focus).
- **Giving Feedback:** Direct, sensory-based observations without judgment.
- **Receiving Feedback:** Maintaining a "Learning State" as a coach.

IV. THE 2026 DIGITAL PROTOCOLS

Updated for the hybrid world, the Toolkit includes specific guidelines for **Virtual Coaching Excellence:**

- **Presence:** Techniques for maintaining high engagement over video.
- **Digital Tools:** Best practices for screen sharing, virtual whiteboarding, and asynchronous follow-ups.
- **Privacy:** Strict protocols for data security and virtual confidentiality.

V. WHY USE THE TOOLKIT?

"The difference between an amateur and a professional is their tools. A world-class coach doesn't wing it; they follow a proven process that guarantees a result every time the archer releases the string."

"The Toolkit is the bridge between knowing what to do and actually doing it with excellence."

Why and How the Coachee Chooses the Coach

