

Discussion Guide, Section 1 – September 2022

A Team and a Coach

Key Point (don't miss this!)

A well-functioning team can accomplish more than individuals ever could.

Suggesting Timings and script (assume one-hour meeting)

You are not bound to any specific question or timing. You can choose your own questions from the Journal or those you created in your own Journey.

0:00 Ground Rules and Expectations

This should be very brief, and very precise. Cover:

- Safety, confidentiality – what happens here stays here.
- Timeliness – start and end on time.
- Keep responses short – We can always connect deeper later.
- Let everyone participate.
- Law of returns (what you get is proportional to what you invest)

5:00 Material Mastery

Cover definitions, facts (and, optionally, follow-up questions)

Note: this is not designed to take much time in the Team Meeting. You simply do not have time to focus on the rote concepts. Instead, focus on the application of them or include them in the discussion questions below. Some suggestions are inline.

- Team
 - What is the common goal of our Team?
- Coach
 - Which of us are Coaches here? How do you feel about that title?
- The Five Factors of an effective Team
- The Four Questions
- The Three Regrets

10:00 Reflection

These questions are designed for personal introspection. There are no right or wrong answers in this section. Understand that in many cases (especially the questions which factors are present on the Team and which need improvement) the Team Member is taking a personal risk to answer. Be honoring in your response. Thank them for answering.

The last question about regrets is particularly personal. It might generate some open empathy and may be worth your time to follow up.

Any of these questions might generate discussion that lasts the whole time. Since they are designed to be more personal, try to lead the discussion in a way that promotes insights and answers.

It is unlikely you'll get to all of these. Before you begin you might pick one or two you think are most important to your Team.

25:00 Discussion: Applying to us

This is where we would like the majority of the discussion time to take place. Again, there really aren't right or wrong answers, but as you get to applying the truths to the organization, there is the possibility of heated discussion and strong opinions.

Specific comments by question (four questions, ~25 minutes)

What dimension are you most adept at? Least?

How did 2nd and 3rd dimension coaching impact you?

What trajectory-changing moments have you had?

50:00 Action

Ultimately, we want Team Members to DO something differently. The discussion should be less about *what* was done and more about the reaction/learning as a result. Depending on the prior discussion, this may need to be cut short. It's another area where following up with Team Members is a good idea.

Thoughts on specific tasks

56:00 Personal reactions

This would be a place where everyone's (short) response would be profitable. You're just looking for a quick pulse on where they are with regard to the Journey. You're not trying to correct or coerce them, but you do want to know if there are issues beginning to develop. You might ask about time, application, questions.

The Action section doesn't really require any discussion in the Team Meeting, but it would be good to get a pulse on what the responses were as your Team Members attempted them.

Please direct Team Members to the additional study resources available in the Wrap Up unit online. You are not required to consume them all yourself, but at least be familiar with them.

60:00 END ON TIME

Follow-up: After the Team Meeting

Depending on when you schedule the Team Meeting, you should have between one and two weeks before the next section drops online. This is a great time to follow-up with each participant individually. Your notes will be important here. Highlight items worthy of follow-up questions. You are not to counsel or advise. Let your motivation be to find out where they are and where they want or need to go.

You should also make sure you have a rhythm for following up with the Team as a whole. If you normally meet in person, a simple thank you is enough. If you are virtual or in different locations, an email could suffice.

- Thank them for their participation
- Summarize some key points you heard them make
- Don't single anyone out, positively or negatively.
- Honor the confidentiality of the group
- Remind them the Journey is a nine-month process and it's worth the investment.

Discussion Guide, Section 2 – October 2022

3D Coaching

Key Point (don't miss this!)

- To NEGLECT any aspect of our being is to NOT be the best we can be. This is true of ourselves and those whom we coach.
- Understanding is the basis for care.

Suggesting Timings and script (assume one-hour meeting)

The biggest issue with leading this month's discussion is likely to be time. There is a lot more specific information covered in Section 2, and now that you've established relationships with your Team, they'll be a lot more talkative. You are not bound to any specific question or timing. You can choose your own questions from the Journal or those you created in your own Journey.

0:00 Ground Rules and Expectations

You might cover this in an email to any new participants. But there isn't much value in repeating this for every meeting unless things are getting out of hand.

- Safety, confidentiality – what happens here stays here.
- Timeliness – start and end on time.
- Keep responses short – We can always connect deeper later.
- Let everyone participate.
- Law of returns (what you get is proportional to what you invest)

0:00 Material Mastery

Cover definitions, facts (and, optionally, follow-up questions)

Note: this is not designed to take much time in the Team Meeting. You simply do not have time to focus on the rote concepts. Instead, focus on the application of them or include them in the discussion questions below. Some suggestions are inline.

Define the 1st, 2nd, and 3rd Dimensions, Chronos and Kairos time, care and understanding.

5:00 Reflection

It is unlikely you'll get to all of these. Before you begin you might pick one or two you think are most important to your Team. Some comments to help you guide the discussion are below each question.

- What would you say is the “foundation of purpose” for where you are at in this phase of your life? How can you keep yourself reminded of it?
 - What if you don't have one? What happens then?
- How can the 3D Framework help you clarify and/or fulfill your intended purpose more effectively?
 - How do the three dimensions help you diagnose a problem, both in yourself and in your Team?
- What was a significant Kairos moment you've experienced in life? How did that experience change your trajectory moving forward?
 - Do we typically recognize Kairos moments in the moment? What makes a moment Kairos?
- How can you bring more creativity and meaning to the work you're engaged in?
 - Why haven't you done this before? What holds back our creativity? (Hint: review the five factors of an effective Team)
- How would your team members answer this question: How does it feel to be coached by you as their leader?
 - How would you confirm this view?

20:00 Discussion: Applying to us

This is where we would like the majority of the discussion time to take place. Again, there really aren't right or wrong answers, but as you get to apply the truths to the organization, there is the possibility of heated discussion and strong opinions.

45:00 Action

You might open with a review of action items from the last section.

Knowledge without action does not yield results. Ask what actions have they undertake, and what results they expect (or have already seen).

If there are no actions already attempted, ask which ones resonate. Dig a little bit if there is reluctance to try anything.

56:00 Personal reactions

Please direct Team Members to the additional study resources available in the Wrap Up unit online. You are not required to consume them all yourself, but at least be familiar with them.

60:00 END ON TIME

Follow-up: After the Team Meeting

Depending on when you schedule the Team Meeting, you should have between one and two weeks before the next section drops online. This is a great time to follow-up with each participant individually. Your notes will be important here. Highlight items worthy of follow-up questions. You are not to counsel or advise. Let your motivation be to find out where they are and where they want or need to go.

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