Life Coaching Basics

Cheat Sheet



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The Role of a Life Coach

A life coach is a professional who helps you achieve your goals or make changes in your life.

This can include career growth, better relationships, work-life balance, or building self-esteem.







They help clients define what they really want out of their life.



They assist in creating a realistic, step-by-step plan to achieve those goals.



Motivate

They provide support and encouragement throughout the journey.

Life coaching and therapy are often confused, but they have different purposes and focus on different areas of personal growth.

LIFE COACH



THERAPIST

- Focuses on future goals.
- Help clients achieve specific goals.
- Employs motivational strategies.
- ★ Foster a collaborative partnership.

- Addresses past traumas.
- Diagnose mental health disorders.
- Uses tailored therapeutic techniques.
- Maintain professional boundaries.



The Foundation of Life Coaching

A great life coach is a **skilled listener**, **motivator**, **and a guide**. Here are the essential skills to impact your clients' lives:

Active Listening

Allowing clients to feel heard and understood, which fosters openness in the coaching relationship.



Powerful Questioning

Helping clients clarify their goals, ultimately leading to actionable insights.



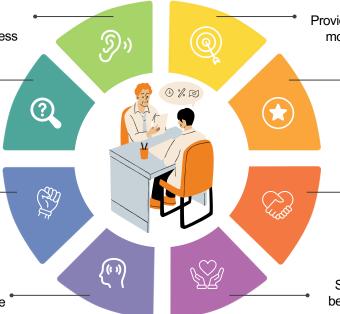
Handling Difficulties

Enabling clients to confront issues and enhance their emotional resilience.



Creating Awareness

Empowering clients to make informed decisions and break free from limiting beliefs.



Goal Setting



Provides a roadmap to increase motivation through structured planning.

Motivation (6)



Inspires clients to push beyond their comfort zones and boost momentum.

Developing Trust 7



Creates a safe environment where clients feel secure sharing their vulnerabilities.

Empathy (8)



Strengthens the connection between coach and client for deeper understanding

Ethics in Life Coaching

Ethical guidelines in coaching protect both the coach and the client. It's crucial to follow and apply these standards in all coaching relationships.



To protect confidentiality

Keep client information private unless given consent.

To avoid power imbalance

Empower clients to find their own solutions.





To set boundaries

Clearly manage expectations and prevent conflicts.

To refer clients to experts

Refer clients to professionals, such as therapists.





To commit to growth

Continuously update skills to maintain service quality.



Did You Know?

"People from all walks of life have benefited from the expertise of a professional life coach."

HOW CAN A COACH HELP YOU?



- Helps you identify and define your goals.
- Develops a clear plan to achieve goals.
- Keeps you focused and responsible.
- Assists in tackling obstacles and limiting beliefs.
- Builds self-confidence to pursue your goals.
- Encourages you to stay committed and driven.

Making Life Coaching as a Career



There are an estimated

4,380,000

coaches globally.

Coaching is a

\$4.56

billion global industry.

Nith

34,200

certified coaches in the United States.



IS LIFE COACHING CAREER FOR YOU?

Life coaching is a good career for anyone who wants to help people improve their lives. Life coaches **support others in making smart choices** about their personal goals, careers, and overall well-being.

If you are a caring person who enjoys helping others, life coaching might be the right career for you.



Identify Your Strengths

Focus on your skills and passions, then choose a specific problem to solve to create a unique coaching specialty.



Create a Business Plan

Develop a clear mission, marketing strategy, and financial goals, using simple language.





Build a Coaching Toolkit

Design one **specific package for your target audience**, refine it, and expand as you grow.

Seek Guidance & Be Practical

Find a mentor to fast-track success, and keep a job while building your business to ease financial pressure.









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Chrome

Classroom

Docs

Drive

Gmail

Sheets

Slides

Microsoft

Access

Copilot

Excel

OneDrive

Outlook

PowerPoint

Teams

Windows

Word

******* Leadership

Leadership

Management

Project Management

Technology

A.I.

Digital Literacy

Software Applications

Wellness

Mental Health

Personal Growth

Well-Being

Work/Life Balance

Diversity & Citizenship

Bias

Diversity

U.S. Citizenship

Fewer Tools. Lower Costs. Smarter Training.

		Paid Plans		
Includes	Free	Starter	Custom Plans	
Num Active Users	1	5	10+	Compare To
Branded Cheat Sheets	Your Logo	Your Logo	Your Logo	None
Customizable Courses		300+	300+	in LinkedIn Learning
Nourse Builder with Al				Articulate Rise
? Skill Assessments		•		Northstar
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