



COACHING TOOLS



ENERGY



Conversation starters

How is the team doing?

How is the team feeling?



A great 100-Day team

Maintains spirit of the challenge; motivated, team members have fun



Warning signs

Team spirit lags; team loses its spark; attendance at meetings drops off; fear; anxiety



FOCUS



Conversation starters

What can we celebrate this week?

What are the numbers telling you?



A great 100-Day team

Stays focused on the goal; addresses obstacles to achieving goals; uses data to track progress



Warning signs

Non-essential activities consume time and energy of the team; no new ideas; feeling overwhelmed



ROLES



Conversation starters

Is everyone contributing?

Are roles clear?

What is challenging for you as a team leader? But what is the real challenge for you?



A great 100-Day team

Each team member has a clear role and delivers on it; sponsors and team leads are clear on their roles



Warning signs

Role confusion; team members don't have clear tasks; members don't meet deadlines; people feel left out



TEAM DYNAMICS



Conversation starters

How are team members communicating?

Are there any tensions in the team?



A great 100-Day team

Team members keep to the team contract; meetings are action-oriented and productive; strong relationships between team members



Warning signs

Conflict between team members; tardiness; quality lags; dominating behaviours; shirking behaviours.