

OPTIMIST PRACTICAL TOOL

Leadership Coaching Readiness Diagnostic

A 15-question check for organisations and leaders preparing coaching or mentoring that leads to meaningful action.

15 questions

5 focus areas

10-15 minutes

How to use this diagnostic

For each statement, circle one score. Use the score that most closely reflects current practice, not the intended process.

1	2	3	4	5
Not in place	Inconsistent	Partly established	Usually effective	Consistently strong

#	Focus area	Statement	Score
1	Purpose	The purpose of coaching is linked to a real leadership transition, challenge or development priority.	1 2 3 4 5
2	Purpose	The intended outcome is specific enough to guide a focused coaching conversation.	1 2 3 4 5
3	Purpose	Coaching is not being used as a substitute for a performance-management decision.	1 2 3 4 5
4	Participant readiness	The leader understands the time, reflection and action required between conversations.	1 2 3 4 5
5	Participant readiness	The participant has some agency in defining the goal and priorities.	1 2 3 4 5
6	Participant readiness	The leader is ready to examine patterns of thinking, behaviour and impact honestly.	1 2 3 4 5
7	Sponsorship	The sponsor and participant have aligned expectations for the coaching process.	1 2 3 4 5
8	Sponsorship	The organisation provides practical space for the leader to act on learning.	1 2 3 4 5
9	Sponsorship	The sponsor reinforces development without taking ownership away from the participant.	1 2 3 4 5
10	Confidentiality	Confidentiality, feedback boundaries and reporting expectations are agreed early.	1 2 3 4 5
11	Confidentiality	The participant understands what will and will not be shared with the organisation.	1 2 3 4 5
12	Confidentiality	Coaching notes and information are handled responsibly.	1 2 3 4 5

#	Focus area	Statement	Score
13	Progress review	Progress is reviewed against agreed behaviour, choices or leadership outcomes.	1 2 3 4 5
14	Progress review	The leader gathers relevant feedback between coaching conversations.	1 2 3 4 5
15	Progress review	The end of coaching includes a practical plan to sustain progress.	1 2 3 4 5

Interpret your score

Add the 15 scores. The total is a starting point for a focused conversation, not a formal audit result.

15-35	Needs attention	The current system or practice may be unclear, inconsistent or difficult to use. Start with the essential conditions before adding more activity.
36-55	Developing	Useful elements are present, but application is likely to vary. Identify the weak links and strengthen the practical management rhythm.
56-75	Established	The foundation is working. Focus on calibration, continuous improvement and the conditions that will keep the practice useful as the business changes.

Three practical next steps

01. Define the leadership situation that coaching needs to improve.
02. Agree sponsor, participant and confidentiality expectations in writing.
03. Set a simple progress review around behaviour, stakeholder feedback and next actions.

Need a clearer starting point?

OptiMist helps organisations make the underlying issue clearer and design a practical response around real operating conditions.

Write to teams@optimistindia.in to discuss your starting point.