



# Double Funnel Model

## Coaching Process

By Michael Thompson

	<ol style="list-style-type: none"> <li>1. Listen to <b>Person being coached(pbc)</b> About a <b>wide variety</b> of subject matter</li> <li>2. Funnel down to a <b>single issue</b> that the pbc wants to address first</li> </ol>
	<ol style="list-style-type: none"> <li>3. What are <b>multiple solutions</b> to the pbc's problem?</li> <li>4. Narrow down the possibilities to a <b>single action</b> step</li> </ol>

The single action step is presented as a SMART GOAL

### S.M.A.R.T.

Specific	A conversation or specific action such as: "I will speak to Mary and ask her to forgive me." "I will make and keep an appointment with the job center."
Measurable	<u>Vague</u> = "I will treat people better" <u>Measurable</u> = "I will say <i>thank you</i> to every person I speak with this week."
Attainable	<u>Not attainable</u> = I will get every person I meet to kick drugs and alcohol addiction within 1 week <u>Attainable</u> = I will be available each time Bob calls me
Relevant	<u>Not relevant</u> = My primary plan to kick drugs is to sign up for Earth news magazine <u>Relevant</u> = My immediate goal is to be drug and alcohol free for 30 days
Time oriented	I will take action on my goal before our meeting next week. Please ask me if I have met with _____ to deal with _____

Note: Some people add another "A" to "SMAART" which stands for "Action oriented."