

A Day in the Life of

an Online Coach



I awake at 6am at the sound of my alarm clock. I've set my alarm sound for church bells because it inspires me to get out of bed. The church bells tell me I have important work to do today. I have a calling. I have a ministry. I am an Online Coach.

BY LYN KELLEY

I say a few words of gratitude, brush my teeth, comb my hair, get my coffee and sit outside on my patio with my day planner. I spend my first half hour making my list of all the things I need to do today. Then I look at my short-term and long-term goals, just to make sure I'm on track. I spend some time contemplating and prioritizing. I write in my Gratitude Journal – giving thanks for all that I have now, and all that I will soon receive. I recite my favorite Wayne Dyer quote, "Nothing bad happens...everything happens for my highest good. It's all good."

I love what I do – it's my passion -- well, at least the coaching part. But before I can do it, I have to get through the mundane chores. It's Monday, my busiest day. I stay in my pajamas until I'm finished checking my emails and voice mails, which takes about an hour or two. Then I get dressed and ready for my day – usually wearing exercise clothes -- as I am fortunate to be able to work mostly from my home office. Still, I make sure I look

presentable, because I usually see people – my assistant, the mail carrier, the UPS guy, the Fedex guy, and various other visitors who stop by to chat because they think I don't really work since I work from home (NOT!).

My assistant comes in around 9am at which time I start my telephone calls. I have to return several calls, and then a half hour consultation here or there throughout the morning. Between calls I work with my assistant on various marketing projects. I give her a list of things to do, bills to pay, website edits, etc. The best thing about my assistant is that she also acts as a business coach for me. I tell her my goals and she helps me implement them, always holding me accountable. She keeps me organized and on task. It's something we both do for each other and I love the teamwork! I didn't always have an assistant, and found that I often floundered without one. It's difficult to motivate yourself when you work alone. Having my assistant/coach is one of the best investments I've ever made!

This morning I spent a half hour coaching a therapist on

building her therapy practice, a half hour coaching a therapist on building his coaching practice, and half hour relationship coaching with a young woman who just broke up with her boyfriend. While I'm coaching, I often look at a poster on my wall to remind me:

Coaches are not teachers, but they teach. Coaches are not counselors, but they counsel. Coaches are not your boss, but they make you work. Mainly, they observe, ask, listen and guide. A good coach never tells you what to do. Instead, he suggests to you, in an extraordinarily inarticulate fashion, what you want to do yourself. A good coach motivates you to go where you've always wanted to go.

This is my favorite part of my day! I love the feeling of coaching – helping others achieve their goals. The fact that they trust me to assist them in the first place is a humbling thing. Then the fact that they tell me I've helped them in some way is exhilarating!

I'm starting to feel hungry so I make myself a fruit smoothie and take my vitamins. This is

about the time I start feeling very grateful for being able to do what I love and do it from the comfort of my home! Now I go for my run or go to the gym for an hour. Afterward, I run my errands – today I need to get gas in my car, go to the grocery store, the bank, and office supply store.

I come home around 2pm, take a shower, start preparing dinner, and make myself a small snack. Then I'm back in my office on my computer. When you work as a Virtual Coach, you do most of your marketing online. I check my emails again, and do some social media postings. I try to

post something on Facebook, LinkedIn and Twitter every day – not just about my services and books, but also informative and “just fun” stuff. I want my followers to see me as a human being as well as a coach. I am always working on getting more followers. One of the best ways to do this is writing monthly newsletters, so I write 3 different newsletters a month, for 3 different types of followers. I spend a few hours a day just writing. I spend about a half hour a day on my newsletter writing, about a half hour a day on updating one of my 26 current books, and/or writing a new one, and about a half hour a day on my social


media sites and my website.

It's time to put my work away and spend some time with family and friends. I find seeing them for dinner is the best way to spend quality time together. Before or after dinner I do dishes, laundry, and general home management. I crawl into bed around 8pm to watch one of my favorite TV reality shows that I've recorded on my DVR. Tonight it's *Housewives of Orange County* – oh the drama!! It helps me unwind and get my mind off my work, and especially makes me grateful that my life works for me! A little more gratitude and I'm off to sleep...

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Lyn Kelley, Ph.D., CPC
Motivational Coach & Speaker




As a Motivational Coach and Speaker, my goal is *“to empower people move to the next level of success in their lives.”* Many people have asked for more information about me and why I am qualified to motivate others. So here's a little bit about me and how I got here.

It all started back in Fresno, CA where I was born and raised. As a child I knew I had a calling to help people be happier and live better lives. I knew this because I was keenly observant of people. I observed people and how they lived their lives. At age 10 a friend's family invited me to a musical show called “Up With People!” This show had a major impact on me, and brought up my passion to help people be happier.

Although my parents didn't care about my

“I help people move to the next level of success in their lives.” - Lyn Kelley, Ph.D.



ABOUT THE AUTHOR

LYN KELLEY runs www.GrowTrainingInstitute.com, which offers educational programs for Mental Health Professionals, Coaches and Medical/Healthcare Providers. She can be contacted at lyn@growpublications.com.