**COACHING PREPARATION FORM**



# Context

It helps both you and your coach to clarify what you want to get out of each coaching session. We spent some time at the initial session(s) refining and discussing goals and putting together a Coaching Project plan. These inevitably change as the coaching proceeds, so take a little time at this stage to identify what you want to get out of the next session. Some prompts to thinking are:

* What is the immediate trigger for this session?
* What are you seeking to achieve? What is the organisation asking of you at this point in your career?
* What measures will you (or the organisation) use to judge your progress / performance by this time next year?
* What measures will YOU use to judge your success by this time next year?
* What personal pressures might be a factor?

Coaching is always about change and action. Typically, the issues clients bring are areas where they have already tried all the obvious tactics (e.g. phoning a friend, reading a book). The coaching room is a place where you will be able to look all around the issues that really matter to you.

# Review of progress

3 questions to help you take stock of progress since the last session, and things you want to cover at this upcoming session:

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| **What's worked well since the last session?** |
| **What hasn't worked so well, and any ideas why?** |
| **Any ideas on particular things it would be helpful to talk through at the coaching session?** |