

Initial Coaching Meeting

1. What is it we want to accomplish today, now?

Today's Potential Outcomes

Goals, roles

Strategy for development

Who we are. Sideboards for coaching

A few ideas for how to proceed

Decide to work together

What is your next move forward.

2. Where are you starting from today?

Proud accomplishments

Hopes, drivers, doubts

Sponsor expectations

3. Where do you need to be?

Learning goals, edges

Business goals

4. Any sideboards or guidelines for each other and our process?

Helpful guides for learning and relating

Giving and getting feedback

Meeting notes

Hot buttons

5. Summary and what's next?

Decisions

Major take-aways

How this went?

Next: Who, what, when