



# BetterBalance Coaching Coaching Tool Kit

## The BetterBalance Executive Coaching Plan



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## Coaching Plan

This Executive Coaching Plan should be completed at the initial meeting. While the overall objectives for coaching should be discussed with the line manager the content of coaching sessions is confidential and will remain with the coach and coachee. *(see coaching agreement)*. The coachee is encouraged to discuss their progress with others as this often further supports their development.

<b>Name of Coachee:</b>		<b>Coach Details:</b>		
<b>Start Date:</b>	<b>Review Date:</b>		<b>Completion Date:</b>	
<b>Development Objectives</b>				
<b>Objective 1:</b>		<b>Success Criteria:</b>		
<b>Objective 2:</b>		<b>Success Criteria:</b>		
<b>Objective 3</b>		<b>Success Criteria:</b>		
<b>Appt.</b>	<b>Event</b>	<b>Objective</b>	<b>Outcome</b>	<b>Time Required</b>
1	Initial meeting	Establish and explore Development Objectives	Completed Coaching Plan First steps agreed	2 hr appointment
2	Coaching			2 hr appointment
3	Coaching			2 hr appointment
4	Coaching			2 hr appointment
5	Coaching			2 hr appointment
6	Final Review	Evaluate impact of coaching and determine whether if and how to continue	Decision on continuation of Executive Coaching	2 hr appointment