



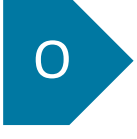

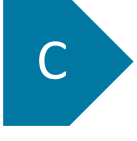



# Coaching Action Plan

	<b>Team Member I want to coach:</b>	
	<b>What is this individual's skill vs. will level? (consider diagnostic questions below)</b>	
	<b>Diagnostic questions I can use:</b>	<ul style="list-style-type: none"> <li>• Have you ever seen this person perform tasks at or above the required standard?</li> <li>• Is this individual's general attitude and demeanor positive, professional, engaged, and committed?</li> <li>• Have you recently spotted any negative behaviors, lack of engagement, or commitment?</li> <li>• Has something happened in the organization, work or personal environment that may be affecting this individual?</li> </ul>
	<b>Capabilities to develop for this individual</b>	
	<b>What have I observed? (specific examples)</b>	
	<b>What else do I need to do to fully assess and prepare for the coaching conversation?</b>	
	<b>What do I want to say during the coaching conversation?</b>	
	<b>What are my early ideas for how to proceed with this individual's development?</b>	