

Coaching session self-evaluation

- Date:
- Discussion with:
- Topic discussed:

General evaluation questions

- How do you think it went overall? What worked? What didn't?
- What was your personal goal for this coaching session? Did you meet that goal? Why or why not?

Specific evaluation questions

Setting a SMART goal

- Did the coachee clearly articulate a SMART goal?
- Were you opportunity-focused rather than problem-focused?
- Did you explore all relevant issues?
- Did you ask specific questions?
- What worked?
- What could be improved?

Generating ideas for reaching the goal

- Was the coachee able to come up with options?
- Did you give too much advice?
- What worked well?
- What could be improved?

Creating an action plan

- Did the coachee decide on a specific plan of action?
- Did the coachee take ownership of the plan of action?
- Did you empower the coachee with enough authority to get the job done?
- What worked well?
- What could be improved?

Next steps

- What did you learn from this coaching session?
- What will you do differently next time?