

Name:

## Coaching Needs Form

This is a tool that will help you define coaching needs for new direct reports or help you build rapport with a new manager. The more clarity and alignment you have within your working relationships, the better your chances for a productive, enjoyable, and growing experience.

Once complete, make a copy for any person you feel would benefit from the information, and keep the original for your own reference. Your needs and expectations will probably change over time. It's a good idea to revisit this matter periodically.

**In a word, the one thing I most need from a coach is:**

Explain:

**Many things motivate me, but my personal top three are:**

1.

2.

3.

Other:

**I try to be easy to get along with, but like most people, I have a few "triggers" - if they get pushed, I tend to push back. Very briefly, my personal top three "triggers" are:**

1.

2.

3.

Other:



**When I am coached, you can realistically expect me to:**

**The following personal/professional goals are important to me:**

**I have the following personal/professional strengths to help me achieve my goals:**

**I could use improvement in the following personal/professional areas to further help me achieve my goals:**

**Coaches (and teammates) can support my work performance as well as my progress toward personal/professional goals in the following ways:**

**Lastly, I think you ought to know that:**