**Coaching (12 Month) Progress Plan**

**Name of Coach: ………………………………………….. Name of Coachee: ………………………………………….**

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| **Timescale** | **Session Content** | **Measures of Success** | **Challenges** |
| **Initial Meeting****Date…………………..** | **Building Rapport**Engagement & Rapport BuildingScene Setting & Contracting  |  |  |
| **Months 1-3****Date…………………..** | **Setting Direction**Establishing GoalsSetting SMART objectives |  |  |
| **Months 4-6****Date…………………..** | **Progression**Checking progress to dateChallenge & Support where objectives not met |  |  |

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| **Timescale** | **Session Content** | **Measures of Success** | **Challenges** |
| **Months 7-9****Date…………………..** | **Winding Up**Check Objectives are still relevantRecord Outcomes & Successes |  |  |
| **Months 10-12****Date…………………..** | **Moving On**Establish Coachee’s longer-term goalsAgree on how the Coaching relationship will change/end |  |  |

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| **Post Coaching Relationship** |
| **Reflection on relationship as a whole** |  |
| **Key Learning Points** |  |
| **Actions & Commitment to Change** |  |