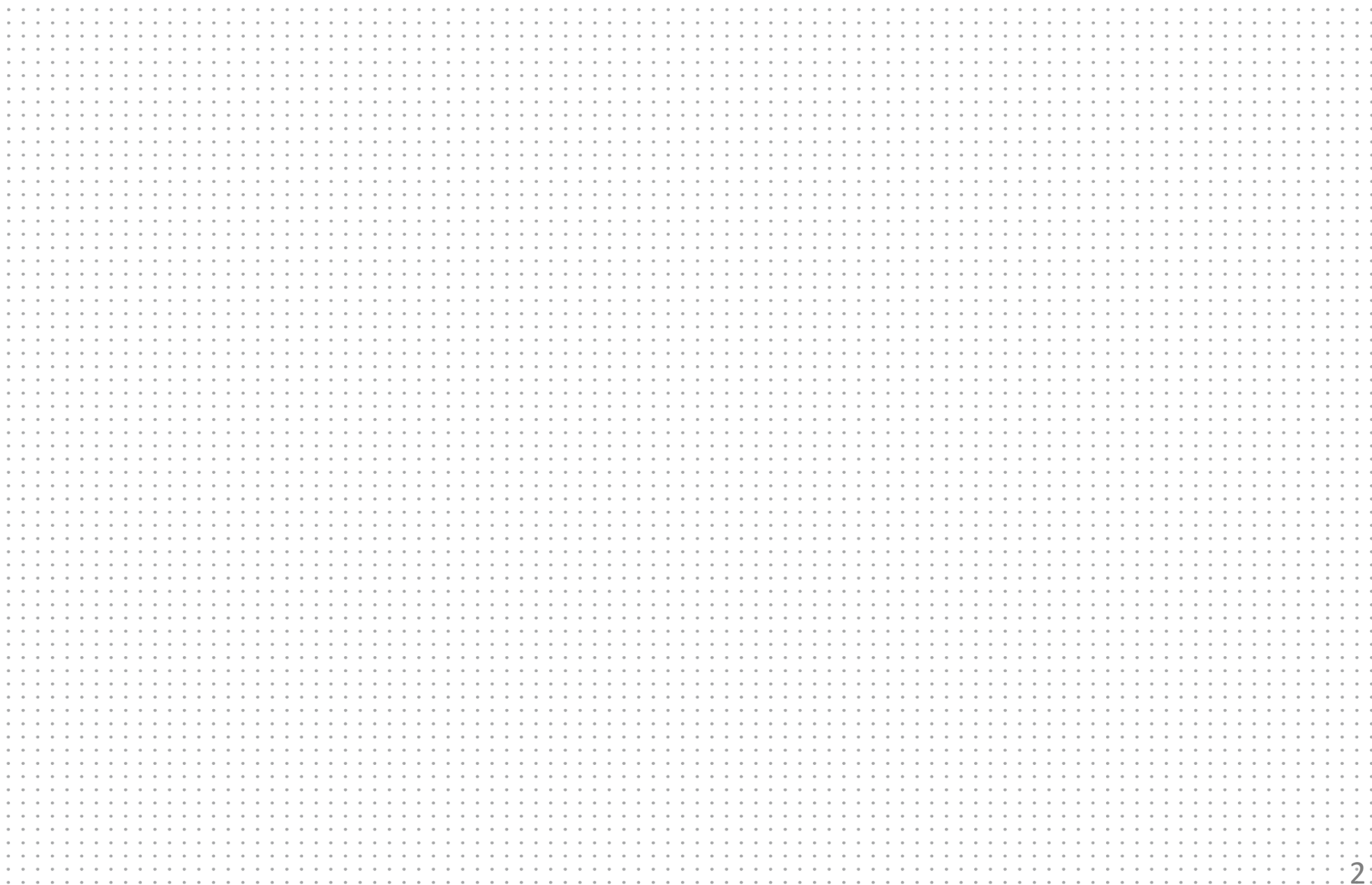
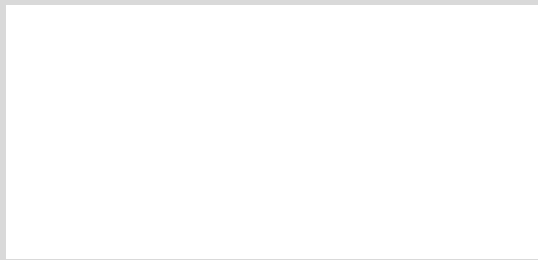
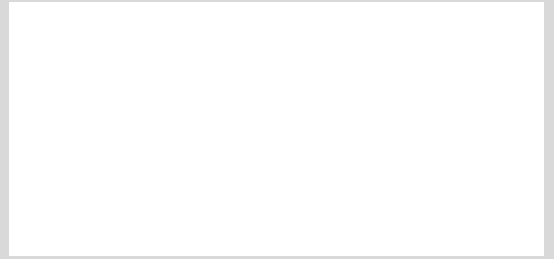
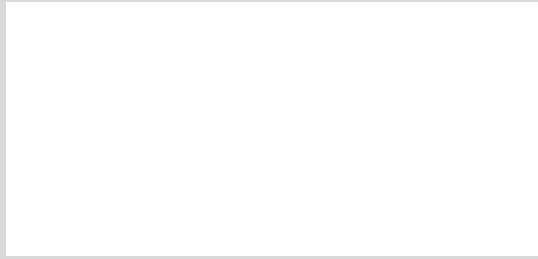
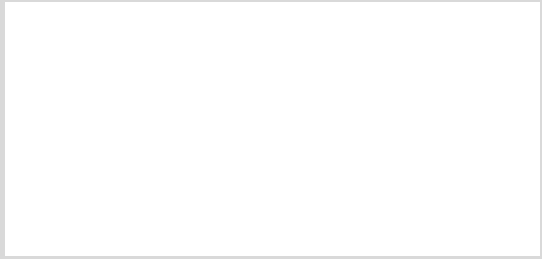
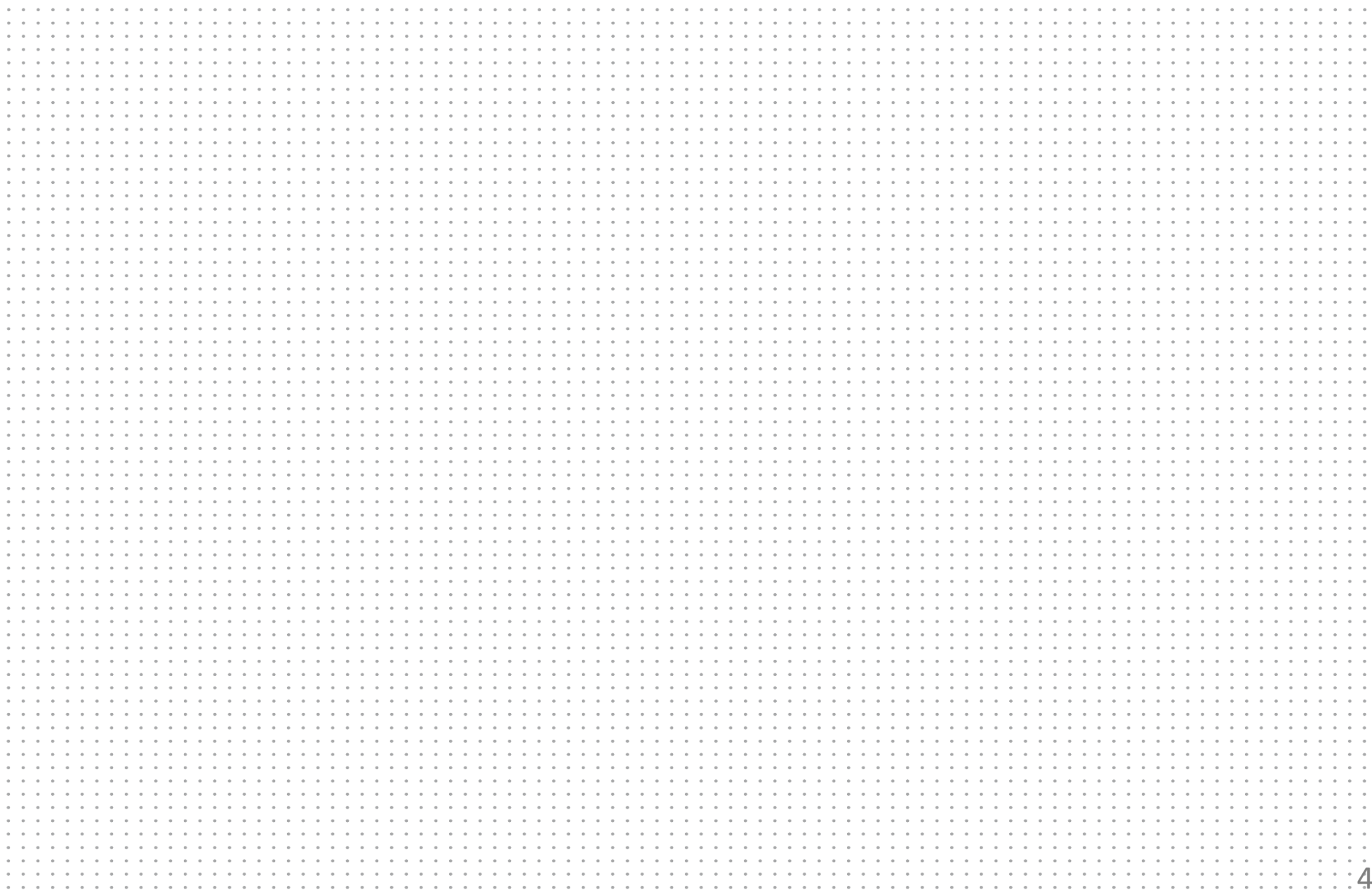


The 20







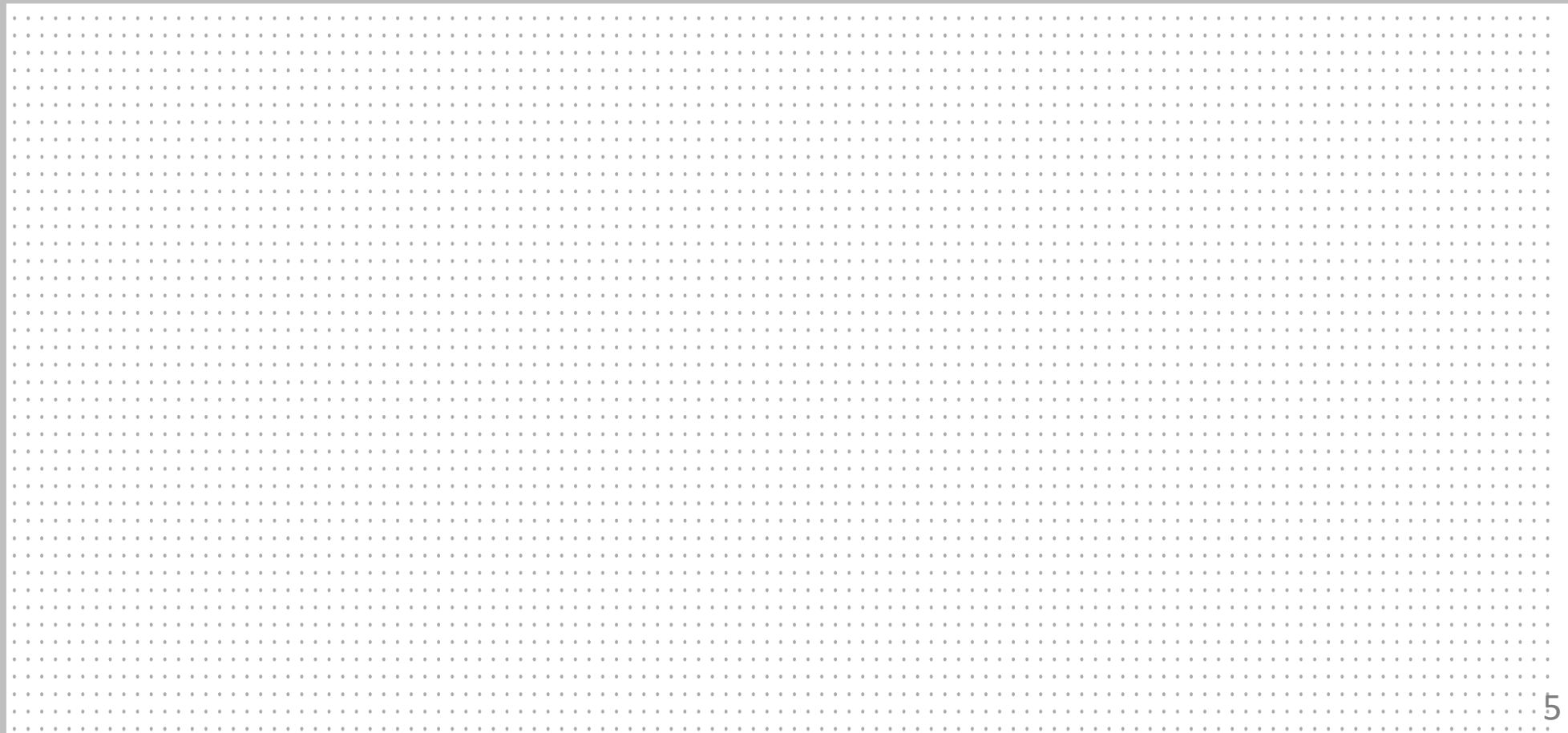
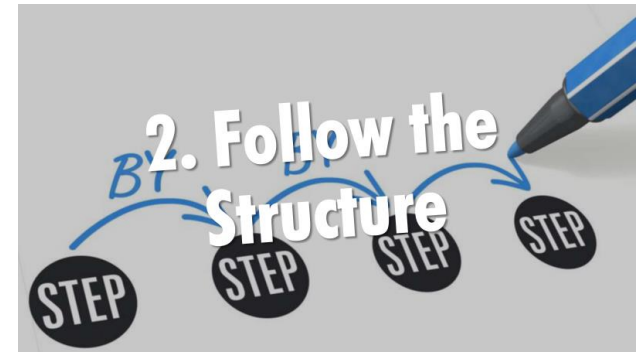
5 Key Principles

The 20 Minute "Coaching Session" Name: _____ Date: _____

Wins Celebrate your progress. What are you wins in the last week?	Focus What are your biggest challenges/opportunities right now?	KPIs Review relevant KPI's	Prescriptions Advice, corrections, guidance and training.

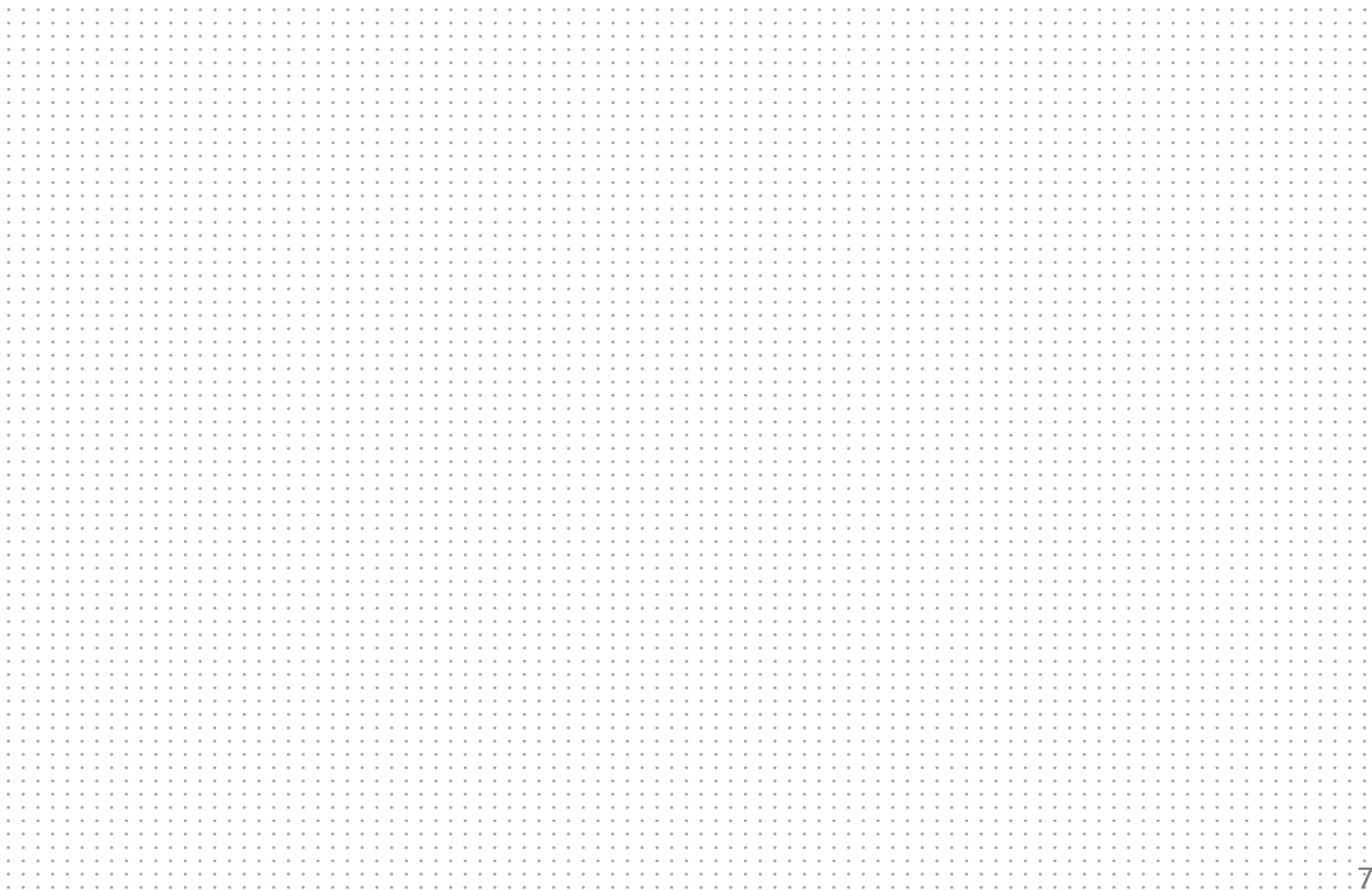
PORTABLE TRADIE.

1. Use the Template





A large rectangular area filled with a grid of small, light grey dots on a white background, intended for handwritten notes.



The 20 Minute "Coaching Session"

Name:

Date:

Wins | Celebrate your progress:
What are your wins in the last?

Focus | What are your biggest
challenges opportunities right now?

KPI's | Review relevant KPI's

Prescriptions | Advice, corrections,
guidance and training.

Goals | 3 Wins between now and our next meeting

1.

2.

3.

WINS

Leader role: Mine for impact, 2nd order consequences, show appreciation, pump them up, reset the locus of control, build on momentum

Winning lines:

What did that do for you?

How did it make you feel?

What will that lead to?

That's amazing! How did you feel when you got that result?

Perfect! How will you use that in the future?

What can you do to replicate that result going forward?

What did you learn?

How does that change _____ for you? (e.g. time with family, time for hobbies, your stress levels etc.)

What was the impact of that?

What are you most proud of?

NOTES

A large grid of dotted lines for taking notes, occupying the right half of the page.

FOCUS

Leader role: Coach toward control, focus on activities or behaviours, get to the problem, help the team member solve

Winning lines:

How will you make that happen?

What do you need to change?

What support do you need?

What can you control?

What would the ideal outcome be?

What have you tried so far?

If we swapped roles, what would you advise I do to get the outcome you're after?

And what else?

If you say yes to this, what do you need to say no to?

What's the first step?

When will you do this?

If you get this done, what will it do? How will it feel?

What can you do to expand your thinking around this?

What's the real challenge here?

NOTES

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The 20 Minute "Coaching Session"

Name:

Date:

<p>Wins Celebrate your progress: What are your wins in the last?</p>	<p>Focus What are your biggest challenges opportunities right now?</p>	<p>KPI's Review relevant KPI's</p>	<p>Prescriptions Advice, corrections, guidance and training.</p>
<p>Goals 3 Wins between now and our next meeting</p>			
	<p>1.</p>	<p>2.</p>	<p>3.</p>

