

Foundation ▶	Collect & Assess Data ▶	Accountability & Awareness ▶
<ul style="list-style-type: none"> <li>• Frame performance and/or fit issues and review performance feedback</li> <li>• Identify and prioritize measurable business objectives and timeframes to demonstrate acceptable progress</li> <li>• Clarify roles between all parties</li> <li>• Hold meeting with key stakeholder(s) and coachee to confirm process and expectations</li> </ul>	<ul style="list-style-type: none"> <li>• Understand coachee’s role and performance objectives</li> <li>• Interpret assessment data</li> <li>• Incorporate additional data</li> <li>• Consistently facilitate dialogue with coachee and key stakeholder(s)</li> </ul>	<ul style="list-style-type: none"> <li>• Obtain commitment by coachee</li> <li>• Agree on strengths and development needs between coachee and key stakeholder(s)</li> <li>• Build self-awareness and reconcile multiple views</li> <li>• Develop action plan based on current real-world business issues</li> <li>• Consistently facilitate dialogue with coachee and key stakeholder(s)</li> </ul>
Action & Alternatives ▶	Fit Decision ▶	Coach or Transition ▶
<ul style="list-style-type: none"> <li>• Create strategy and action plan to support sustainable change</li> <li>• Perform collaborative problem solving and goal setting</li> <li>• Facilitate safe, open and honest dialogue between coachee and coach regarding organizational expectations and coachee’s performance</li> </ul>	<ul style="list-style-type: none"> <li>• Compare performance objectives to coaching outcomes</li> <li>• Create strategy and action plan to support sustainable change</li> <li>• Review summary and strategy with key stakeholder(s)</li> <li>• Determine next steps</li> </ul>	<ul style="list-style-type: none"> <li>• If the decision by the organization is for the coachee to remain with the organization in the same or modified role, the coach provides ongoing coaching</li> <li>• If the decision by the organization or coachee is for the coachee to transition out of the organization, the coach provides transition assistance</li> </ul>

