# My Coaching Plan

| Coach Name: | Date: |
|---|---|
| Employee Name: | Session Number |

| Coaching Goal |
|---|
| |

| Session ____ : Actions (what I will do to achieve my goal – be specific): |
|---|
| |
| |
| |
| |
| |
| |

| *I am committed to meeting my coaching goal*<br><br>Signature of Employee: |
|---|

| Review of Session _____ |
|---|
| |
| |
| |
| |
| |
| |
| |
| |