

4

Coach to the Need

Worksheet (side 1)

Name

Date

1 Headwork - Diagnose

Desired Situation (Goal)	Current Situation (Status)
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	<table border="1" style="width: 100%; height: 100%;"> <tr> <td style="text-align: center;">Individual Ability</td> <td style="text-align: center;">Individual Motivation</td> </tr> <tr> <td style="text-align: center;">Environmental Ability</td> <td style="text-align: center;">Environmental Motivation</td> </tr> </table>	Individual Ability	Individual Motivation	Environmental Ability	Environmental Motivation
Individual Ability	Individual Motivation				
Environmental Ability	Environmental Motivation				

Match Your Approach to the Need:

<input type="radio"/> REINFORCE	<input type="radio"/> ENVIRONMENT
<input type="radio"/> INFORM	
<input type="radio"/> TRAIN	<input type="radio"/> FINAL OPTIONS
<input type="radio"/> MENTOR	
<input type="radio"/> CONFRONT	

Adjust Your Style to the Need:

- 1 - "I Decide"
- 2 - "Let's Talk, I Decide"
- 3 - "Let's Talk, Let's Decide"
- 4 - "Let's Talk, You Decide"
- 5 - "You Decide"



Coach to the Need

Worksheet (side 2)

2 Engage

- Set the tone.
- Clarify purpose & outcome.
- Establish the process.
- Keep it focused, safe, productive.

Purpose

Outcome

3 Mutual Understanding



- Reclarify the purpose
- Discuss Goal, Status, Factors, Plan, and Follow-up
- Explore (ask, listen, reflect, check)
- Inform (describe what you see and the impact)
- Summarize

Goal

Status

Factors

4 Commit to Action

- Transition to action planning
- Get commitment on key actions, outcomes, and deadline.
- Set a follow-up date

Plan / Challenge

5 Follow-up

- Build the relationship
- Ensure accountability
- Hold follow-up
- Learn from the experience

Follow-up Date

Follow-up Notes