

## PRE-COACHING QUESTIONNAIRE

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone (h): \_\_\_\_\_ Fax: \_\_\_\_\_  
Mobile: \_\_\_\_\_  
Email: \_\_\_\_\_  
Date: \_\_\_\_\_

### Employment Information

Title: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Employer: \_\_\_\_\_  
Telephone: \_\_\_\_\_

### Introduction to your coaching journey

As your coach it is important for me to get an understanding of how you view the world around you and how you view yourself. Everyone has their own unique way of interacting with their surroundings and the answers to the questions below will give me a good indication of what drives you, what derails you and what you really want to work on. The more I know about you the more able I am to coach the best from you.

It's also an opportunity to outline what you want from the coaching program. Specifically what attitudes, behaviours, beliefs and outcomes you want to work on and how you will know you have made progress toward your goals.

Have fun answering these questions and take your time, they have been designed to get you thinking about things you may not have thought about for a while, if at all! If you have any questions please let me know and we can discuss them.

And remember, the coaching journey is only as effective as you want it to be, so the more ground work you do and the clearer you are on your goals the more value you will create for yourself in our sessions together.

Please return this profile before our first session together either via email to me at [ab@anneliblundell.com](mailto:ab@anneliblundell.com).

## Coaching Goals - Key Focus Areas – Your Name - current date

### Before coaching

1. What are the key areas of focus for your coaching program? These can relate to your work or your personal life.
2. What would you like to achieve in each of these areas at the end of our coaching together? I.e. what is your evidence for success? (Subjective and/or objective)
3. How well are you currently achieving this goal? (1= not at all => 10 = all the time) Pre = before coaching.

### After coaching

4. How well are you achieving this goal as a result of your coaching program? (1= not at all => 10 = all the time) Post = after coaching.
5. What has been different as a result of your coaching efforts? What have you noticed? What have others noticed? How can you tell you have progressed? What have you done to improve this rating as a result of this coaching program?

1. Key Focus Areas	2. Evidence for outcomes	3. Pre rating	4. Post rating	5. What has changed as a result of coaching?
E.g. Delegation - Increase my ability to delegate effectively with my team	I feel less stressed and overwhelmed and more on top of my workload (subjective) I am spending more time on strategic work and progressing important goals (objective). I get less questions each day as staff feel empowered to make their own decisions (objective).	5/10	9/10	I used to have a queue outside my door everyday. Now I only get asked a few q's each day. I estimate I have gained back about 30% more time in the day. I ask how my team want to be supported and adapt my check-ins to suit their needs.

Why is achieving these goals so important to you?

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What will it cost you if you don't achieve these goals?

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What efforts have you made in the past to achieve these outcomes?

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What prevented you getting/maintaining the desired results?

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What makes this opportunity for coaching and reaching your outcomes different to any previous attempts at achieving these outcomes?

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What do you believe to be your most important values? How do your goals support these values?

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What three steps could you take immediately that would make the greatest difference in your current situation(s)?

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What would interrupt the coaching momentum for you?

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How do you know now is the right time to take action on these goals?

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## Coaching process

What would make this an outstanding coaching journey for you?

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What can I say or do when you are 'stuck' that will help you return to action?

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How do you want me to be as your coach?

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What do you need to believe for coaching to have the biggest impact on your life?

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What, if any, expectations do you have of our coaching together?

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What else would you like to say?

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Thank you and I look forward to our first session together!