## logoscolorPeer Coaching Group Session Management Form

*(this form remains private for each group member)*

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date/Time of Session: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In preparation for the upcoming peer coaching group meeting, please answer the questions on this side of the Form.

1. What actions did I take from my last group meeting and which of those did I do?   
   What new learning (new knowledge, insights, perceptions, abilities, etc.) did I gain from the actions that I did?
2. What is my coaching goal, or priority, that I want to be coached on, in this upcoming meeting? Consider any current challenges in life or work, any exciting career or work goals, any new information that I want to apply, any competencies or behaviors that my organization wants for me, etc.
3. Do I want to be coached in any certain way in this upcoming meeting, for example,   
   to get primarily thoughtful questions, to do brainstorming, to get focused advice, etc.?
4. Are there any materials that I want to share with my group members, for example, to help one or more members with a priority that they had worked on, in previous meetings?

After the meeting, please answer the following questions.

1. What worked for me in this meeting?
2. What did not work for me?
3. What could I have done during this meeting to have made the meeting even better for me?
4. What did I learn in this meeting? Think about new knowledge, insights, perceptions, abilities, etc. How can I use that new learning in my life and work?
5. What action(s) will I do to address my coaching goal, or priority., from that previous meeting, and when will I do those action(s)? Should I call any other group members before the next group meeting, for example, members who may need support with their coaching goal?
6. Are there any specific materials that I would like the group to provide to me, or that I would like to provide to certain other group members? Which member(s)? By when?