

Project Name	Get a G.R.I.P. on Coaching
Required or optional?	Optional
Number of points	2
Due	1 week before next session

To get a G.R.I.P. on your coaching, do the following:

Goals: Find out your partner's goals for (fill in project, task, team, etc.).
_____. Help them articulate what they need and list that here.

Roles: Talk about how you will coach them through the (project, task, team, etc.), helping them learn as much as they can. Include anything you are willing to do above and beyond expectations. Capture your respective roles here.

Interpersonal: What motivates them the most? What would be helpful for you to do to help them learn? What kind of encouragement? Capture it here.

Procedures: How often should we connect in person? What is the best way to get hold of each other when we have questions, or if we need help with something?

To earn your points,

- 1) List the person you are coaching using this process,
- 2) Fill in the G, R, I, and P sections above in this document,
- 3) If there is a change already, note it. If not, note the change you anticipate.
- 4) Email the document as an attachment to michael@matchboxgroup.com
- 5) Put a copy in your notebook