



# First week- POWER STEPS!

Client Name: \_\_\_\_\_ Date: \_\_\_\_\_

## **Personal:**

Tell me something about your personal background. Where you are from, where you grew up, something about your family, and any other details that you think will help me better understand and better support you.

Tell me about the top 3-5 accomplishments, thus far, in your life.

- 1.
- 2.
- 3.
- 4.
- 5.

What do you want to make sure you do/accomplish before you die?

What do you really want from life -- more than anything else?

What do you want to be?

What habits/activities/thought processes do you believe need to be dropped, simplified, or let go of to truly move forward?

- 1.
- 2.
- 3.
- 4.
- 5.

What might you do to sabotage yourself?

- 1.
- 2.
- 3.
- 4.
- 5.

What are my top 5 personal goals and dreams in life right now?

- 1.
- 2.
- 3.
- 4.
- 5.

What are my weaknesses (eg. about myself, life, others)? Obstacles or challenges?

What are my strengths (eg. about myself, life, others)? Accomplishes or Successes?

What has been your past experience with setting goals, taking action, and sustaining action to complete the goals you set for yourself?

**Work:**

Tell me something about your work background. Where are you now and how did you get there?

What are your 5 key work goals?

- 1.
- 2.
- 3.
- 4.
- 5.

What is the most important thing you do in your work?

What do you love about your work? What don't you love about your work? What are you great at?

**Goals:** (reflecting on your work and personal answers above...)

Tell me about your top 1-2 LONG term goals; things that will take YEARS to accomplish. These should be things that you REALLY want, not what you SHOULD do.

1.

2.

What are 1-22 MEDIUM term goals; things that you would like to accomplish over the next year?

1.

2.

What are 1-2 SHORT term goals you want to achieve over the next 3-6 months?

1.

2.

What changes do you believe are needed for these short term goals to be accomplished easily?

What goals would you like to work on with a coach in order of priority?

Which of these priorities do you want to be top priority this first week and what three key points about it need addressed?

**Coaching:**

Please give me a brief overview of your situation and what you are hoping to get from a coaching experience.

Why are you choosing to work with a coach? Why now? How can I be most helpful to you?