

## How Coachable Am I?

**Instructions:** You play a key role in your development. The extent to which you are coachable will indicate your willingness and ability to learn from experience.

	One of my Strengths	Doing OK on this	Need to Develop This	Definitely Need to Focus Here
1. <b>Stepping up to new challenges:</b> Willingly takes on new tasks delegated by management; seeks additional assignments to learn new things.				
2. <b>Clarifying instructions:</b> Asks for guidance on how to accomplish goals and tasks; clarifies expectations for how the task should be done.				
3. <b>Seeking task-relevant feedback:</b> Seeks input on performance of individual tasks; asks for observations and reactions to assess performance.				
4. <b>Acknowledging Improvement:</b> Shares progress with manager; establishes milestones and communicates status regularly.				
5. <b>Dealing with performance issues:</b> Works with manager to address issues; identifies gaps in performance and listens when manager provides coaching and counseling.				

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<p>6. <b>Seeks feedback from colleagues:</b> Asks peers to offer constructive feedback; seeks recommendations from teammates on how to work more effectively.</p>				
<p>7. <b>Confronting difficult situations:</b> In one-on-one meetings with managers, brings up potentially uncomfortable issues that are affecting the work.</p>				
<p>8. <b>Seeking input and guidance:</b> Consults with managers when needed; offers ideas to create win-win decisions; clearly articulates issues, options, and alternatives.</p>				
<p>9. <b>Following through:</b> Monitors the outcomes of coaching discussions; seeks additional assistance as necessary; tracks progress.</p>				
<p>10. <b>Setting performance goals:</b> Collaborates with manager to establish annual goals for performance; takes initiative to check on priorities.</p>				