



DOUG SILSBEE, PCC

Individual Development Plan

Declaration: A concise statement of the client’s overarching coaching issue or commitment; this draws from a clear-eyed assessment of the current situation and the client’s role in it. Example: *“I am committed to making staff meetings more efficient and energizing.”*

Outcome: A clear description of the outcome that the client wants, described in observable and behavioral terms. Example: *“I will be more able to stay centered, observe my own frustration or impatience in meetings, articulate those feelings, and suggest a specific intervention or course of action to change it. I’ll enjoy the meetings more and be an infectious force for fun and productivity.”*

Behavior, skill, or capacity required for a successful outcome: Specific skills or competencies to be developed, through actions that serve the outcome. Examples: *“Staying centered in the midst of fast-moving team dynamics.” “Using specific team interventions for when we get off track.”*

Fieldwork: Action steps, specified together, that the client will commit to as fieldwork between coaching conversations. Examples:

ITEM	BY/UNTIL WHEN	NOTES
Self-observation: At the end of each day, note meeting situations in which I felt tense, frustrated, or impatient. What was going on? What emotions or body sensations did I have? What did I do or not do in the situation? How did I justify what I did or didn’t do? What alternatives were there?	For next three weeks, until Friday, May 15.	Staff and operations meetings. Write notes in journal before leaving office each day.
Body practice: Do tai chi exercises for twenty minutes, four times a week. Pay attention to sensation and settling myself, staying centered, deliberate, and unhurried.	Four times per week for two months	Use DVD
Action: Read Roger Schwarz material about intervening in meeting dynamics.	Read by May 5	Article
Action: Create a short list of interventions that seem appropriate for my staff meetings.	Create list by May 10	Review with coach
Action: Create a plan for experimenting with these interventions.	By May 31	Develop with coach
Action: Centering practice, ten times a day, and three times in each meeting. Track this.	On-going through June	Set up tracking system

Individual Development Plan For: _____

Declaration:

Outcome:

Behavior, skill, or capacity required for a successful outcome:

Fieldwork:

ITEM	BY/UNTIL WHEN	NOTES
<i>Self-observation:</i>		
<i>Body practice:</i>		
<i>Action:</i>		
<i>Action:</i>		
<i>Action:</i>		
<i>Action:</i>		