

COACHING PERFORMANCE SELF ASSESSMENT

Please review yourself based on the coaching principles, evidence to consider, and reflection questions below. Your self assessment will be the basis for your performance management conversation with your supervisor.

1

LISTENING AND EMPATHY

I practice active-listening and finds ways to build empathy.

1	2	3	4	5
Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree

EVIDENCE TO CONSIDER:

- When faced with a challenging situation, I tend to listen or asks questions about others' feelings, thoughts, or needs
- I communicate understanding of how complex some decisions are that people face
- I ask insightful questions
- I demonstrate active listening by acknowledging what is said (head nodding, eye contact, engagement with speaker, paraphrasing)

REFLECTION QUESTIONS:

- How have I worked with coworkers to solve a problem this year?
- What was a time I had a conflict or disagreement with a coworker and what steps did I take to resolve it?
- What was a time when I didn't agree with a decision a coworker or participant was making and how did I respond?

NOTES: _____

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2 COLLABORATIVE AND TRANSPARENT RELATIONSHIPS

I focus on building collaborative and transparent relationships at work.

1	2	3	4	5
Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree

EVIDENCE TO CONSIDER:

- I appreciate and recognize the contributions of coworkers and participants and communicate a willingness to adapt based on the situation
- I seek opportunities to continue to learn and develop in formal settings (conferences, research, etc.) and informal settings (with coworkers, clients, etc.)
- I demonstrate willingness to share successes and challenges with coworkers to improve the quality of my work

REFLECTION QUESTIONS:

- What was a time I supported a coworker through a difficult time or experience at work?
- How do I work together with my coworkers?
- When have I shared information with coworkers?
- How have I demonstrated trust at work?

NOTES: _____

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3 RESPECT AND HUMILITY

I practice respect and humility at work.

1	2	3	4	5
Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree

EVIDENCE TO CONSIDER:

- I recognizes the power and self-efficacy of individuals to lead the change and drive the solutions in their own lives.
- I listen and respect people’s lived experiences as a source of knowledge and insight.
- I demonstrate a willingness to change my mind and adjust my point of view.
- I don’t try to convince anyone, instead I offer ideas with the recognition that they might require testing to learn more.

REFLECTION QUESTIONS:

- When was a time when I changed my mind?
- What was an experience where my first instinct or idea was wrong and what happened next?

NOTES: _____

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4 FLEXIBILITY AND ADAPTABILITY

I respond and adapt well to changes at work.

1	2	3	4	5
Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree

EVIDENCE TO CONSIDER:

- I recognize that managing change is complex and requires a nuanced approach
- I recognize that each person is different and a fluidity in approach is needed to solve problems and support individuals.
- I respond to change positively and productively

REFLECTION QUESTIONS:

- When was a time when things didn't go according to plan and how did I responded?
- How have I responded to change recently?
- How do I make decisions in my work?

NOTES: _____

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5 RECOGNIZES THE IMPACTS OF HISTORICAL AND CONTEMPORARY INEQUITIES ON INDIVIDUALS' LIVES

I recognize the impacts of historical and contemporary inequities on peoples' lives.

1	2	3	4	5
Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree

EVIDENCE TO CONSIDER:

- I demonstrate a non-judgmental attitude towards participants and coworkers.
- I examine my beliefs, biases, and understand the complexities of systems I interact with.
- I demonstrates critical thinking and awareness of how power and privilege shape individual and organizational service delivery.

REFLECTION QUESTIONS:

- Why do some people experience poverty?
- Why do people need the services we provide?
- How do I approach working with individuals who have different life experiences than me?

NOTES: _____

