



Leadership Development Questions

Name: _____ **Date:** _____

Describe your current job:

Company/Division:

Title:

Manager:

Tenure:

Major Duties and Responsibilities:

Where would you like to be in 3 years professionally?:

Your Job

What aspects of your job do you like the most? Why?

What aspects of your job do you like the least? Why?

What would you say your professional strengths are?

What would you say your manager would say are your professional strengths?

What would you say other colleagues would say are your professional strengths?

What areas of improvement would you like to see you make in order to perform better in your job?

What areas of improvement do you think your manager and colleagues would like to see you make in order to perform better in your job?

Leadership

What are the most important characteristics of a good leader/manager?

What leadership or managerial characteristics/skills would you most like to develop?

What steps are you currently taking to develop these characteristics/skills?

The Plan

Over the next 3 months what are the 2 to 3 areas you would like to work on developing?

For each of these areas what would be observed or measurable about your work situation that would tell you that you had achieved these goals?

What obstacles or challenges exist in achieving your goals?



Career Coaching Questionnaire

Name: _____ Date: _____

Email: _____ Phone: _____

What gets you out of bed in the morning?

What do you really love about life?

What is most important to you in the world? Top values?

What improvements do you wish to make in the quality of your life?

When have you felt the happiest and most fulfilled?

When do you feel successful?

What are your greatest strengths?

What are your greatest weaknesses?

What do you want to achieve before you leave the world? Your legacy?

What would you like your life/job to look like in 3 years?

What would you like your job to be like in 1 year?

What are the 3 biggest changes you wish to make in your life over the next 90 days?

1.

2.

3.

What are the 3 biggest changes you will need to make in your life over the next 3 years?

1.

2.

3.

What would make this coaching experience valuable for you?

How will you measure success of the coaching?

What else do I need to know?