

First Coaching Session

Introduction and Icebreaker

Coach's Name:

Icebreaker Activity:

Goal Setting

Client's Main Goal:

Desired Outcomes:

What Success Looks Like:

Assessment

Strengths:

Challenges:

Areas for Improvement:

Expectations and Boundaries

Session Frequency:

Session Duration:

Confidentiality Measures:

Action Plan

Action Steps:

Timelines:

Milestones:

Follow-Up

Next Check-In Date:

Progress Review:

Celebrate Achievements:

Closing

Key Points Summary:

Feedback:

Questions or Concerns: