

Coaching Through Reviews

Performance Review check-ins can feel cringe and like they spring out of nowhere.

It feels cringe because you've got to look back over the last 6 months + remember:

1. What the heck happened
2. How your team performed
3. What feedback you gave + the impact of it
4. What their career development goals were + how they're tracking

It can feel pretty heavy for multiple reasons, especially when:

- It feels forced upon you by HR
- Your team's career goal shifts all the time
- You feel you already speak about performance, regularly
- You know you'll be asked about career development, again
- Your hands are tied; there's no opportunities/promotions available right now

You know that mid year check-ins are important BUT they take up a lot of time in your packed out schedule, your team's hungry to advance all the time + you feel responsible for having solutions to all their career development goals.

What if there was a framework that could free you from feeling like you need all the answers and instead:

1. Re-energize the topic of career development
2. Elevate your team's understanding of their career development
3. Expand the view point of career development beyond a "promotion"

Well there is.....



Add structure, set goals + expand the conversation about career development by using the **G-R-O-W coaching framework**.

1) Goal

Help them get crystal clear on their goal, maybe beyond the day job:

- What is the goal
- How important is it
- Can they articulate it
- Is it an action or state of being
- Is it SMART (Specific, measurable, attainable, realistic, time bound)

2) Reality

This is where you help them see where they are currently at:

- What is their current reality against the goal
- What areas are they over or under achieving in
- What resources or support do they currently have
- How far off of the goal are they + how long do they need to get there

3) Options

This is where you focus on expanding their mindset of what career development:

- Who else might they be able to learn from
- What resources could help them develop their skills
- When might they spend time working on their career development
- What else could they be doing to support progress outside of a promotion.
- How could they raise own profile in the company

4) Way Forward

Now they have highlighted some options, prioritize them:

- Prioritize the options of support
- Which 3 options do they want to start with
- When will they complete the tasks - be specific
- How committed are they to taking action towards their goal



I truly believe that 95% of people don't know what they want out of their career, let alone be able to set a goal around it.

This is your reminder; Your team's career development is **NOT** entirely your responsibility.

As a manager you are there to enable your team, and enabling might be as simple as a damn good coaching conversation to help **THEM** get clarity on **THEIR** goals.

Now it's your turn to get prepared. Use the G-R-O-W framework and re-energize, elevate and expand the discussion about career development with your team

If you're a People Manager looking to elevate your capabilities and this Playbook was helpful.... **let's connect** for a no obligation chat.

Check out my **3 Month Emerge Program** that packs a punch in setting you up for success.

You will come away with fundamental management skills and tools that you wished they had sooner, that drive accountability and results that enable you to emerge as the leader you want to be.

Let's Connect

