

Test-Driving the Informational Interview

(There's a digital copy on [this page of the Coaches' Hub](#))

Name _____ Referred by _____ Date _____

- I. As you begin to use your natural strength of connecting and listening to people, be gently curious. What is the coachee hoping to accomplish or get better at? Use your questions to explore the details they share, the language they use and the specific outcomes they are longing for. Is this a coachable person? Are you beginning to identify potential coachable issues?

- II. Anticipate their questions.

- III. Explain how you like to work with the people you coach.

- IV. Give your feedback and recommendations.

- V. Explain the next steps.