

ICMA | coaching program

Guidelines for Enjoying Speed Coaching

[Time, Date, Location]

1. Arrive on time for the event. We'll have just a few minutes of important directions and then you'll be rotating through a series of discussions (~ 15 minutes each) throughout the session. If you arrive late, you could miss one or more connections or lose your slot to a standby Player.
2. Players: look through the list of volunteer Coaches to identify people with whom you'd like to meet.
3. Come with a playful spirit. This is intended to be a high energy, low-risk way to get acquainted.
4. Think about what you'd like to give and take from the 15-minute sessions. Below are some starter ideas. Pick one or two items for a session or make up your own. Just be yourself. If you don't click with someone, don't worry, you'll be moving on to someone else soon.

Players

- a. Hopes you'd like to realize in your career.
- b. Some career issue you'd like to get different perspectives about.
- c. Feedback about options that you are considering.
- d. Connections you'd like volunteer Coaches to help you make to advance your interests.
- e. Request for Coach's contact information, if you'd like to follow up.
- f. Gratitude for the opportunity to meet-- something that you found useful from the exchange.

Coaches

- a. Your understanding of what's important to the person you are speed coaching.
- b. Some options that you think she or he may wish to consider.
- c. A brief story or experience that may be relevant.
- d. A vision or action that you invite them to embrace.
- e. People or resources that you think might be useful to them.

5. Please turn over this sheet and provide your reactions to the event, what value you gained from it, and suggestions to enhance its usefulness. Thank you!

Coaching can be fun for everyone. We hope you enjoy the experience.

Find more resources for you and your agency at icma.org/icma-coaching-program.

FEEDBACK ON SPEED COACHING

Thank you for participating in the Speed Coaching session. We'd like your feedback on this intentionally fast and free-wheeling format.

1. Please check which role you played:

Participant volunteer Coach

2. How many people did you meet whom you'd like to contact for further discussion?

(number)

3. What did you experience as the benefits of this Speed Coaching session?

4. What are some of the frustrations or shortcomings you experienced?

5. Overall, how useful was this Speed Coaching session?

not useful somewhat useful very useful

6. Would you recommend future Speed Coaching sessions?

yes no Why?

If "yes", where would you suggest they be held?

7. What adaptations or improvements would be desirable?

Thank you for participating!