# Coaching Session Strategies

## Intake
Ask students open-ended questions to gauge their current career awareness and knowledge - use their Strong results if available.

## Action
Work with students to create a short- and long-term career plan. Remember - it's about eliciting solutions and strategies from the students themselves!

## Accountability
Have students create deadlines for each action item in their plan. Because we don't see students regularly, it is important to motivate them to achieve on their own.

## Follow-Through
Take detailed notes of meetings with students so you can follow-up on students' progress with their career plans. Create a follow-up system that works for you!

## Sample Questions
- What are your interests?
- What are your strengths and weaknesses?
- Why did you choose pre-business?
- What are your long-term goals?
- What would be your ideal job?

## Sample Questions
- What action items will help you reach your goals?
- What barriers might exist and how do you plan on overcoming them?
- How have you achieved success in the past?

## Sample Questions
- When would you like to achieve each goal by?
- On a scale of 1-10, how important is achieving ____ to you?
- How will you hold yourself accountable?
- What will happen if you don't meet your goals?

## Ways to Follow Up
- Send an email asking about any referrals
- Schedule a follow-up appointment - particularly good for career exploration
- Set calendar reminders to touch base with students' deadlines

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### How Will We Incorporate Coaching Into Our Work?

While career coaching will be an organized part of freshman visits, group advising, and email outreach, it should also be a part of each student appointment. While discussing classes, also ask about progress with career plans. Quickly run through this progression of intake, action, accountability, and follow-up so career planning is a proactive part of students' lives.