



The Final Coaching Session

All coaching engagements eventually come to an end. The final coaching session is an opportunity for the coach and client reflect on the journey, consider the highpoints and prepare for the next steps.

Goals of final session:

1. Restate the general direction of the session(s) – ground covered
2. Highlight key points/achievements
3. Highlight a vital point or lesson that emerged out of the session(s)
4. Congratulate the client for a job well done
5. Offer some ideas that they can take with them
6. Encourage them to act or use what they have learned
7. Ask for feedback and give client the opportunity to evaluate the engagement
8. Gather all necessary survey/evaluation information

Suggested Questions for the closing session:

What worked and what would you have liked to have more of?

What new techniques, methods or competencies have you learned or discovered that you can build upon?

What did you learn?

What impact did the learning have?

What's next?