



The Book of Me

BALANCE
POINT
GROUP

BalancePointGroup.com

Introduction

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*The secret of change
is to focus all of
your energy, not on
fighting the old, but
on building the new.*

— Socrates

”

Welcome to *The Book of Me*. The fact that you have begun the coaching process with Balance Point Group means you have made the important decision to build something new. Congratulations! The Book of Me is a thoroughly personalized guide that we hope you will keep with you for years to come to celebrate what you have accomplished, to continually challenge you in areas you've identified and to inspire you to always move forward, for yourself and for your organization.

The Book of Me is a concept we created because there may be some revelations along your coaching journey; those that you discover for yourself and those that may emerge from feedback sources. Undoubtedly, you will also gain deeper insights into things you already thought might be true about yourself. This book is designed to keep all those thoughts, learnings and milestones in one place for easy reference and reflection. In addition, it will allow you to see trends and patterns that will be valuable to you as you build your goals and actions going forward. We believe the end of the coaching process is also the beginning of the next phase of your journey. It marks a significant shift in your mindset as an individual and a professional, and a transformational change that will have a positive impact on every aspect of your life.

The Book of Me intentionally follows **Balance Point Group's** five-phase leadership coaching process:



Each chapter of *The Book of Me* corresponds to a particular phase of the coaching process and will include exercises and questions designed to enrich your experience during that phase. This is your book. You are both the author and the editor, but we encourage you to share your work with trusted partners who can lend their insight and support. We challenge you to be thoughtful, realistic and courageous as you move through each chapter and we hope that, at the end, it will be a valuable resource as you begin a new chapter in your leadership journey.

Chapter 1

Getting the Results
You Want

“

*We cannot become
what we want
by remaining
what we are.*

— Max Depree

”

Think of coaching as a road trip; it's best to start your journey knowing where you'd like to go. For most, it's important to identify the goals and outcomes of your destination because the satisfaction of reaching it is built upon the clarity of what you want to experience when you arrive. Professional and personal development is a very rewarding process and it does require a total commitment along the way. This is why a clear understanding of what success looks like at the end is essential. Think through some of the important questions, such as,

- How will I know when I have arrived?
- What inspired me to decide to take this journey in the first place?
- Who or how do I want to be when successful with this phase of my journey?
- What detours might I encounter?

There may have been external factors that influenced your decision; taking a new role in your organization, a feeling of being “stuck” or stagnant, encouragement from your manager, a change in the make-up of your team.

Whatever the initial motivation, the coaching process itself is very personal and will be most successful when you have taken the time to think about where you are now and how you will have changed when you arrive at your destination. Answering the questions on the following pages will help you identify and clarify specific, measurable goals, and the tactics you use to achieve those goals will become your roadmap to success.

Chapter 1

Reflections

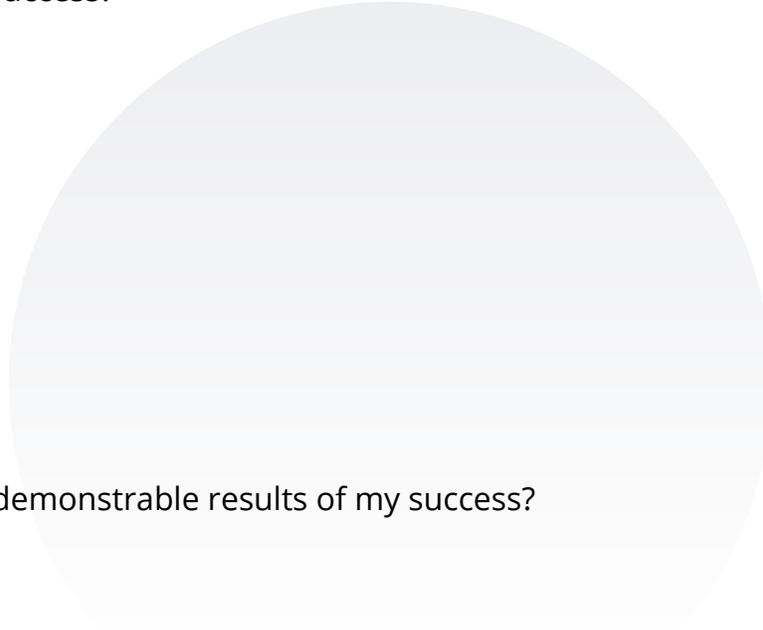
PERSONAL ASSESSMENT

What have been the most inspiring times of my life? Why were they inspiring?

When I think about where I am in my life now, what continues to inspire me?

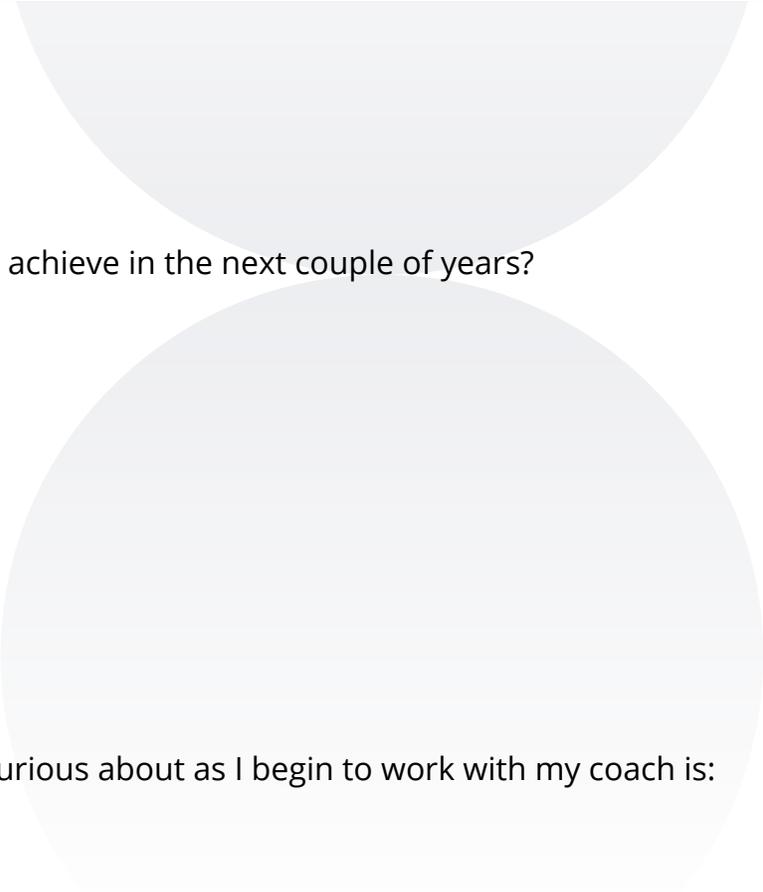
What has motivated me to take this coaching journey?

How do I define success?



What will be the demonstrable results of my success?

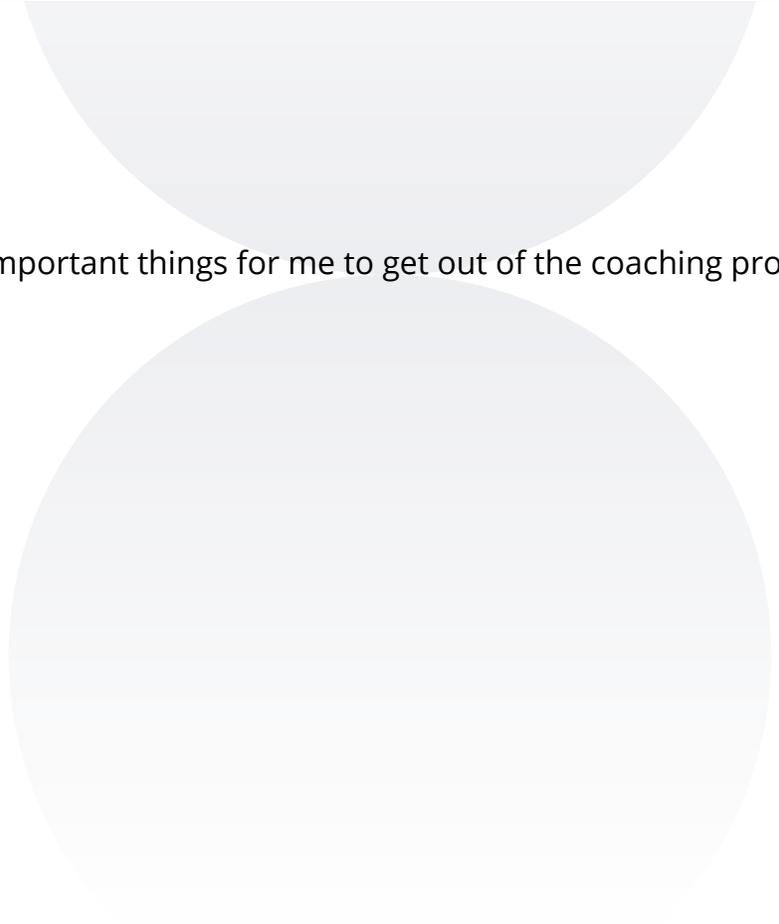
What do I value most about being in this position?



What do I want to achieve in the next couple of years?

What I am most curious about as I begin to work with my coach is:

I think the most challenging aspect of the work will be:



The three most important things for me to get out of the coaching process are:

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