

CHILD & FAMILY DEVELOPMENT PROGRAMS
Community Action Team, Inc.
PBC Coaching Action Plan

SMART Goals are: Specific, Measurable, Achievable, Relevant, Ime-bound

Coachee Name:	Start Date:	Review Date:
Skill/practice based Goal		
The teaching practice or skill I will work on:		
Prepare to Collect Data		
How do you know when you have achieved this goal? What will it look like?		
How will you collect data about implementation of this practice/skill? (Will you record how often you used this practice? What you did? How the children/family responded?)		

Steps to achieve this goal:	Resources needed:	By when:
<input type="checkbox"/> I am making progress toward this goal and will keep implementing my action plan.	<input type="checkbox"/> I need to change my plan to achieve this goal by revising the goal or changing the action steps.	

Reflection on the process of meeting the goal:	
<p>End notes: How was the goal achieved? What changes were made? Are there other changes you would like to make?</p>	<p>Next Steps: What steps will be made to sustain the change? What supports do you need?</p> <p>Follow up date: _____</p>

Coachee Signature

Date

Coach Signature

Date