



Tips for Matching Coaches and Coachees

- Consider hosting a “meet and greet” event for the Coaches and Coachees participating. Your planning committee will be able to observe in real time the chemistry between Coaches and Coachees.
- Create short introductory Coach profiles that can be shared with Coachees. The profiles can include resumes or a short bio that is submitted when they apply to be a part of your initiative. If your Chapter is tech savvy, have coaches submit a short one to two-minute video bio. These bios will provide the area of expertise the coach focuses on.
- You can also have the Coachees fill out a profile that includes questions like:
 - What characteristics do I want in a Coach (gender preference, language needs or area of focus)?
 - What is my experience with coaching?
 - What are my expectations for coaching?
- Look for areas of commonality and compatibility. It is also helpful to gain insight from your partner organization’s point of contact.
- It is important to be vary transparent with both the Coaches and Coachees. Establishing a mindful process and sharing that with all parties will lead to successful coaching pairings. There may be times that the chemistry is not working for the Coach or Coachee. Keeping the communication open is important to the success of the overall program.