

Candidate Assessment (In-house Coach):

Cohort/Project:			
Candidate:		First pass: (Accept/Long-list/Exclude)	
		Interview: (Accept/Long-list/Exclude)	
		Manager Approval: (Yes/No)	

First Pass (application sift):

Application shows evidence of the following:	Max. score (max.= strongly demonstrated; 0 = not demonstrated)	Score	Comment / Examples
Clear and reasonable motivation to apply	6		
Appreciation of what commitments coaching may involve	4		
Appreciation of what attributes are required for role	4		
Appreciation of what competencies are required for role	4		
No indication of ulterior motive or false expectation	2		
SCORE (out of a maximum of 20)	20		

Interview:

Candidate shows evidence of the following:	Max. score (max.= strongly demonstrated; 0 = not demonstrated)	Score	Comment / Examples
Has good motivation to apply for role	5		
Explains motivation to apply in context with their current role and career aspirations	4		
Has investigated/read material to familiarize with the expectations of coaching	5		
Has thought through time and effort implications of coaching	3		
Shows commitment horizon of more than 1 year	3		
Body language matches words spoken	3		
Demonstrates good potential to develop essential coaching skills (e.g. active listening, reflective responses)	5		
Is positive and enthusiastic about the opportunity	4		
A. SCORE (out of a maximum of 32)			

Candidate shows evidence of the following:	Max. score (max.= strongly demonstrated; 0 = not demonstrated)	Score	Comment / Examples
Presentation is inconsistent with points made in application	5		
Inclined to interrupt frequently before a point/question has been made	4		
Inclined to base statements on assumptions	3		
Misrepresents what interviewer has said (e.g. "What you're really saying is...")	2		
Passes judgement	3		
Positions self as 'controller'/leader of the conversation	3		
B. SCORE (out of a maximum of 20)			

A. – B.		
Other comments: (include here any comment that explains your assessment and scores and that may be of particular relevance to the candidate when giving interview feedback, e.g. specific examples of your observation.)		