Team Member Profile

Knowing the person I am developing

THE BASICS

Name:_____ Role or title:_____

Date they joined the team:_____ Date this profile was started:_____

Meeting rhythm I have chosen for this person:_____

WHO THEY ARE

What do I know about this person beyond their job description… their background, their story, what brought them here?

_____

_____

What matters most to them personally… family, growth, recognition, stability, impact, autonomy?

_____

_____

How do they prefer to receive feedback… directly, gently, privately, in writing?

_____

_____

How do they prefer to communicate between our meetings… text, email, in person, scheduled check-ins?

_____

_____

What motivates them to do their best work… and what quietly drains them?

_____

_____

HOW THEY ARE WIRED

Assessments they have completed, if any:_____

What natural strengths or talents do I observe in this person… the things that seem to come effortlessly to them?

_____

_____

How does this person naturally approach challenges… and does that instinctive style align with what their role asks of them most often?

_____

_____

Where do they seem most energized in their work… where do they seem to be pushing against their own grain… and what strength deserves more room?

_____

_____

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WHAT I SEE IN THEM

What potential do I see in this person that they may not yet see in themselves?

Where do I believe they are capable of going… in this role, on this team, in their career?

What is the one thing that… if developed… could significantly multiply their impact?

MY INTENTION FOR THIS PERSON

What is my primary development intention for this person this year?

What does success look like for them twelve months from now… and what is my role in helping them get there?

What kind of leader do I need to be… specifically for this person… in order for them to thrive?

What am I willing to commit to on their behalf before our first conversation even begins?

IN THEIR OWN WORDS

Use my observations as a starting point, then invite them to share their own perspective.

"What do you believe you do best, and what kind of work gives you the most energy?"

"What would you like to grow in over the next year?"

"What is the best way for me to support you?"

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