



# **Life Review Report**

## For Coaches

Client: Art Vandelay

Date: 11/12/13



## Life Review

### What are we measuring?

The *Velocity Life Review* comprehensively measures your degree of personal life and career satisfaction. The individual categories of this survey include: health and wellness, personal relationships, fun and leisure, community involvement, personal development, finances, living your strengths and values, career leadership abilities, career communication abilities, and career relationships. This is not a personality style or preference assessment that defines who you are or predicts how you will behave. The *Velocity Life Review* is a self-reported assessment that captures your current levels of satisfaction in key aspects of your day-to-day living.

### How do you read your results?

Each of the ten categories in the *Velocity Life Review* will receive its own score, which is the average of your answers to five questions that relate to each category. The ten categories are separated into 2 parts: Personal Life Satisfaction and Career Satisfaction. Both of these areas receive their own average score. And finally, there is an overall average satisfaction score that takes into account all categories in aggregate.

The results of this assessment are typically used as a benchmark for new clients who are just beginning the coaching process. Often, it is taken again every few weeks to gauge a client's progress. When the coaching relationship ends it is used one last time as a client's final life satisfaction pulse check. Since there is no goal or "perfect score" what we are looking to see is improvement in areas that you have determined you would like to focus.

When reviewing your results (reported on the final two pages of this document) we encourage you to turn to the bar graph to view your categorical scores from high to low (left to right). What surprises or pops out at you? What categories would you like to see improve? Often times, the relationship between categories can be most interesting. For example, how does your satisfaction with your communication abilities affect your personal and career relationships? Or how does your health and wellness affect your leadership capabilities?

[Coach: Sharing with your client your observations related to the possible connections between categories can be very useful in showing your level of expertise.]

**Your results are reported on final two pages of this document**

## Personal Life Satisfaction Categories

### Health and Wellness

This category measures your satisfaction with your ability to regularly obtain appropriate amounts of sleep, and your ability to mitigate and cope with stress in your life. This category also measures your satisfaction with your current level of physical activity and your current dietary habits.

#### What can you do about it?

Many people are unaware of their choices as it relates to eating, exercise, and sleep. A great first step to improve this category is to increase your awareness of the choices you make. One way to do this is begin a time/activity journal. Over a number of days and weeks, this will provide you the information you need to make new choices.

[Coach: If a client is unable to reach foundational harmony within the critical categories of sleep, diet, exercise, and generalized stress then it is unlikely the client will be as successful accomplishing coaching goals. This is why *Health and Wellness* is the first category. It is important to probe a client to discover the imbalances in these subcategories and formulate goals to improve each.

### Personal Relationships

This category measures your satisfaction with your ability to set personal boundaries and say “no” when necessary, and your ability to deal with conflict in your personal relationships. This category also measures your satisfaction with your current familial relationships, the relationship you have with an intimate partner, and the current level of emotional support you receive from your family and friends.

#### What can you do about it?

To improve this category, start with the relationships you already have with loved ones. Pick one or two relationships that are particularly uplifting, and focus on building that connection by experimenting with new activities or new ways of connecting.

[Coach: This is the first time relationships show up directly within The Life Review. Relationships are so vital to human flourishing that it is also reexamined in the *Career Satisfaction* category. Clients who engage with others and build effective relationships are far more successful in accomplishing goals. Find out if your client goes it alone often, and why?]

### Fun and Leisure

This category measures your satisfaction with areas such as your current travel habits and your ability to set aside time for hobbies. This category also measures your satisfaction with your ability to socialize regularly with friends, enjoy moments of laughter and levity, and regularly exhibit a positive outlook on life.

## Personal Life Satisfaction Categories (continued)

### What can you do about it?

With so many distractions in our daily lives, fun and leisure can often be neglected. Start by proactively setting aside time to experiment with a new hobby or activity. Sometimes reflecting on what you used to enjoy doing can lead to rediscovering that activity and bring a renewed sense of joy into your life.

[Coach: Your workaholics will often have low scores here as they consistently miss out on the life balance that makes them more effective and rested when faced with inevitable work challenges. However, be careful, because some clients may think they should be more engaged in hobbies when in fact their work is their true passion.]

## Community Involvement

This category measures your satisfaction with areas such as the amount and quality of your civic engagement and other local activities such as organized clubs, sports, or other group activities. This category also measures your satisfaction with your current level of spiritual practice and the amount and quality of your contributions (time and/or money) to charities you care about.

### What can you do about it?

A great way to explore engaging with your community is to try new things based on your existing interests. One thing that can help is to join with friends that you already share interests with and experiment with community groups or your spirituality together.

[Coach: This category highlights the importance of reaching out and sharing experiences with friends, loved ones, or colleagues as a client explores civic and spiritual activities. A lower score may be the result of guilt/shame around not doing more. Find out where this belief is coming from in an effort to discover if the client has felt pressure from others to “do more”.

## Personal Development

This category measures your satisfaction with your ability to be your true self and live a life according to a set of personal core values. This category also measures your ability to achieve a state of “balance” in your life, your ability to set and achieve personal goals, and your ability to continue learning and growing by trying new things.

### What can you do about it?

Much like health and wellness, awareness of where you are is a critical first step. Take stock in the things that matter most to you. How do you make decisions? What are some things that you will compromise? Write these things down and analyze how you are currently living up to those values, and in what areas you could improve.

[Coach: Some client’s have a difficult relationship with the idea of perpetual learning and growing. So explore your client’s level of risk tolerance in this area of personal development. How rigid are they when faced with opportunities to learn? Also how familiar are they with an understanding of core values and how they guide decision making?]

## Career Satisfaction Categories

### Finances/Compensation

This category measures your satisfaction with your ability to save for the future, including retirement, and your current compensation level. The questions in this category also measure your satisfaction with your job security, and your ability to advance in your career through promotions or other opportunities.

#### What can you do about it?

First begin with collecting and consolidating information about the various financial components of your life. Where do you spend the most money? Where would you like to be spending it? How do your spending habits align with your values? Start by tracking this information so that you can make more informed choices.

[Coach: This is an opportunity to explore your client's relationship with money, a critical component when assessing the likelihood of career success. Discover your client's ability to frame money/salary not as an end in itself, but rather as a means to achieving specific and value-aligned personal and professional goals.]

### Strengths/Values Aligned

This category measures your satisfaction with your ability to regularly use your strengths and skills in your current position at work. This category also measures your satisfaction with your ability to effectively cope with transition and change in your career, the sense of fulfillment you receive from the work you do, and your career alignment with your personal core values.

#### What can you do about it?

Begin by writing down the activities you do with the most confidence. Consider new ways you can use these strengths in your daily life to engage with work according to your core values.

[Coach: Here you will find out not only if your client is traveling on the right bus [values aligned] but if they are also in the right seat [strengths-aligned]. Values steer us in the direction we seek to explore and our strengths allow us to enjoy a more consistent and successful ride.]

### Leadership

This category measures your satisfaction with your ability to lead and motivate others at work, and your ability to accept constructive criticism from those with whom you work. This category also measures your satisfaction with your ability to set and achieve goals, as well as your ability to have difficult conversations with your colleagues.

#### What can you do about it?

Start by thinking about the difficult conversations you have had recently. Also think about difficult conversations you have avoided. Write down the lessons you have learned in both situations and what you want to do when the opportunity arises next time.

## Career Satisfaction Categories (continued)

[Coach: There are as many definitions of leadership as there are of beauty. And there are countless ways in which to effectively lead. Find out about your client's relationship and history with goal setting and motivating themselves and others. The important lesson to glean is the degree to which your client is satisfied with their own leadership style versus trying to mimic a style that is not aligned with their values or strengths.]

### Communication

This category measures your satisfaction with your ability to effectively work with a team, your ability to communicate well with your supervisors and your peers, and your ability to listen at deep level with those you interact with on a daily basis. The questions in this category also measure your satisfaction with your perception of how others at work value your ideas and contributions.

#### What can you do about it?

Begin by assessing how you perceive your own communication style at work, and then how others perceive you as a team player. How do you want to show up at work, and how is that different than what others perceive? Try experimenting with new ways of interacting with your team and be open to feedback.

[Coach: It is important to notice when clients say, "I meant to say this" or "I wish I had said that," when giving examples of interactions with colleagues, vendors, or superiors. Clients who feel unheard will often show that frustration by disengaging in the difficult conversations that help all of us grow and learn, but wishing afterwards that they had said something or done something differently to create a better outcome.]

### Career Relationships

This category measures your satisfaction with areas such as your relationship with your current supervisor and your ability to build strong professional ties with those you work with most. This category also measures your ability to deal with conflict at work, the emotional support you receive from colleagues, and your ability to set boundaries and say "no" when necessary.

#### What can you do about it?

First take a look at your employment history, considering all of your previous employers. What themes emerge as it relates to building relationships up (to your supervisor), down (to your direct reports), and across (to your peers)? Determining patterns in your career relationship style is a great first step.

[Coach: How a client interacts with people in a work environment may be categorically different from the way they interact with people in their personal lives. Find out why and you will help the client show up more consistently while becoming less concerned about appearances, *and* your client will become more concerned about relating to others regardless of the circumstances.]

# VELOCITY

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**Overall Satisfaction** 5.3

**Personal Life Satisfaction** 5.8

Health & Wellness	7.0
Relationships	6.6
Fun & Leisure	6.4
Community Involvement	4.4
Personal Development	4.8

**Career Satisfaction** 4.8

Finances/Compensation	4.2
Strengths/Values Aligned	4.4
Leadership	4.0
Communication	6.0
Relationships	5.2

## Scale

0	Completely Dissatisfied
10	Completely Satisfied

## Art Vandelay Life Review December 2013

