

Get the most from your Training!

Our time is a limited resource. We want to improve our performance but deciding how to spend our time to achieve this is not easy! This worksheet helps you to identify which areas to focus on to create the biggest impact. On completion, you should feel clearer and more confident about which actions to take next. This page explains the process, and Pages 2 & 3 are for you to complete. Enjoy!

Step 1. Identify Your Goal

To start, get really clear about what it is you are trying to achieve. This may be an 'end goal' or a smaller, or interim goal. Write it down in the 'My goal is...' box.

Step 2. Identify Required Skills

Think about all the skills that would be needed in order for someone (you!) to succeed at achieving your goal and write them down. These have been divided into technical skills (e.g. penalty kicks, cue ball control, computer skills), communication skills (e.g. listening, speaking clearly, presenting) and psychological skills (e.g. emotional control, concentration, focus). Spend some time thinking of the key skills in each section that apply to your specific goal. **(NOTE - Ignore the 'Rank' column for now, that is for the next step).**

Step 3. Rank

Now that you have identified all the skills you believe are needed to achieve your goal it is time to put them in order of importance. This is where the 'Rank' column comes in! Look at all the skills you have identified and rank them from 1 (most important) through to 15 (or however many you have identified). Write the rank number for each in the 'Rank' column.

Step 4. Rate

Transfer your top 10 ranked skills to the box at the top of Page 3. Write them in order from most important for you to achieve your goal (1) to least important for you to achieve your goal (10). Now think about how well you already perform each skill (be honest!) and give yourself a performance rating from 1-10 (10 being 'perfect') for each. Write your ratings in the 'Rating' box.

Step 5. Identify your Top Skills to work on – and your Actions!

Look at your list of ratings. Identify the Skills that you have ranked highest in terms of importance, but rated lowest in terms of your current performance level.

E.g. If you have ranked a skill as 3 (third most important) and rated your current performance as '5', but the skills ranked 1 and 2 you have rated as '9', then skill 3 is likely going to be one that is worth focusing on!

Identify and complete the 'My top 5 skills to work on...' box. Think about the specific actions you could take to develop these skills and write them in the 'My action steps' box.

Step 7. Take Action!

Congratulations! You have identified the skills which are of most importance to your goal where you require most improvement, and written action steps to work on these! Take a moment to write down how you feel in the final box. Which action will you take first?!

Performance Profiling Worksheet

My goal is...

e.g. To be selected for the first team

The skills I need to achieve this are...

Technical Skills

Rank

- 1.
- 2.
- 3.
- 4.
- 5.

Communication Skills

- 1.
- 2.
- 3.
- 4.
- 5.

Psychological Skills

- 1.
- 2.
- 3.
- 4.
- 5.

Where am I now...?

My top 10 required skills

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

Rating

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

What next....?

My top 5 skills to work on...

- 1.
- 2.
- 3.
- 4.
- 5.

My action steps...

- 1.
- 2.
- 3.
- 4.
- 5.

How do I feel now?