## Reflective Journal and Notes

### name



A 5 Step Approach to Continuous Personal and Professional Development

INSPIRATION : EDUCATION : TRANSFORMATION

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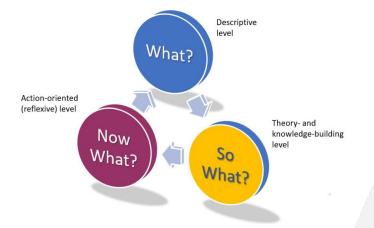
This Reflective Journal and Notes workbook has been put together for you to use whilst working through the **Maximising Your Coaching and Leadership Impact** Programme.

Use it in a way that really helps you. You are encouraged to go through the Reflective Practice Lesson (in the Welcome section) before starting to use this journal as it may help you think about how to use this resource so it is meaningful and impactful for you.

As a reminder here are 2 models you may wish to refer to ...



#### Levels of reflection



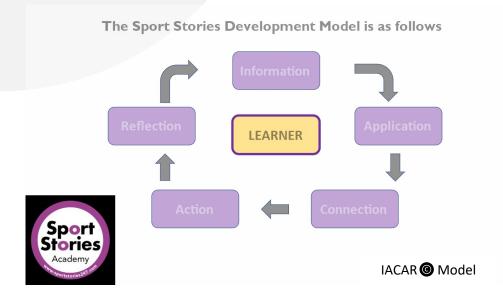
Rolfe, G., Freshwater, D., Jasper, M. (2001) Critical reflection in nursing and the helping professions: a user's guide. Basingstoke: Palgrave Macmillan.



This workbook is structured to support you work your way through the content of the Programme as well as provide you with flexibility to capture your learning and development along the way.

This is called a 'Programme of Learning' and not a course or workshop as it encourages you to access and engage with your learning at every opportunity available – each and every day! Traditionally learners have limited their learning opportunity of courses and workshops to what they do whilst on the course and workshop. This is missing out and many opportunities to practice, take risks, apply and learn. So, please use this workbook in a way that works for you and as regularly as possible.

Don't forget the IACAR model when thinking about your reflections, note taking and how this will help you to **Maximise your Coaching and Leadership Impact** 



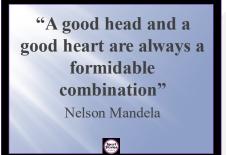




Understanding Yourself:

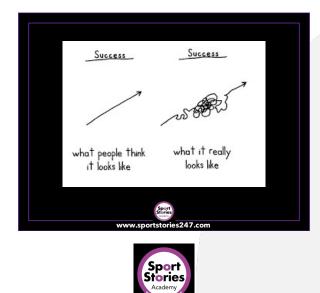








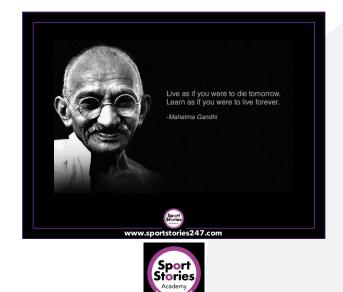
Interacting with Others:

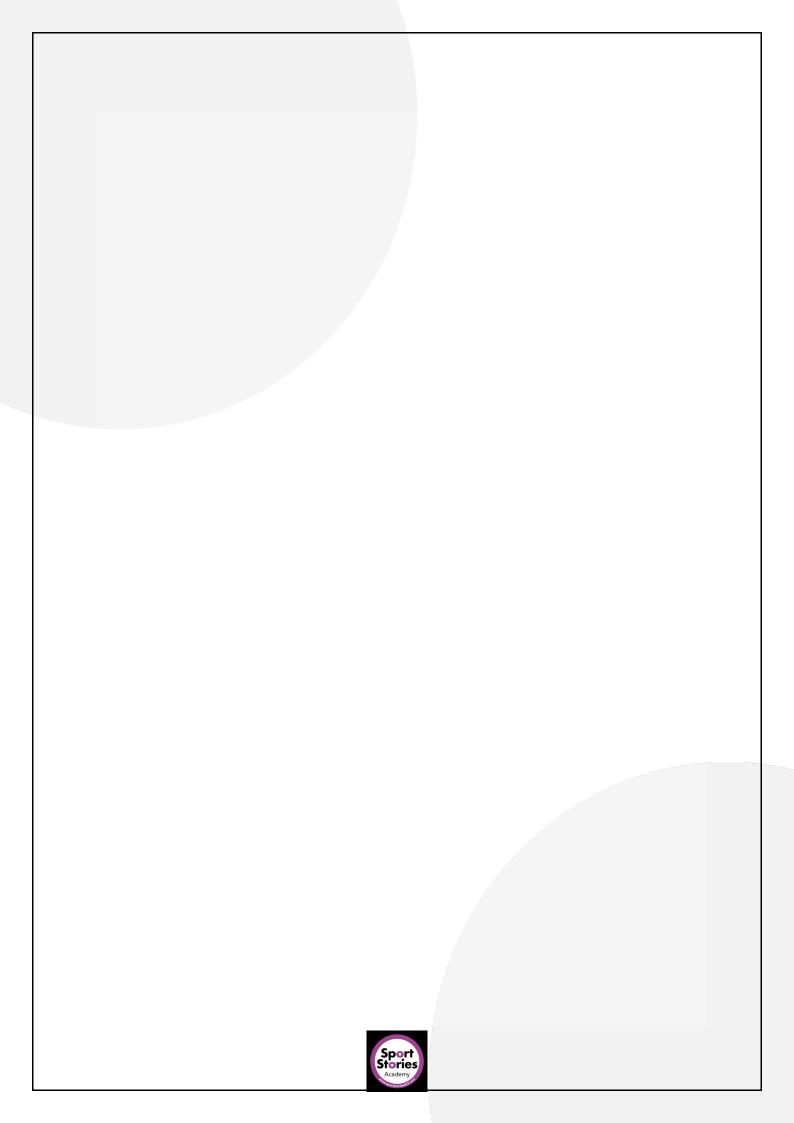


**"He who returns from a journey is not the same as he who left"** Chinese Proverb



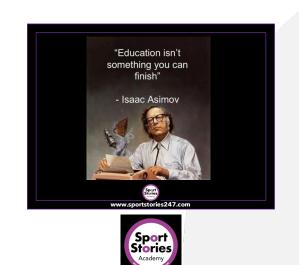
Sport Stories





Leadership:





"I start with the premise that the function of leadership is to produce more leaders , not more followers" Ralph Nader

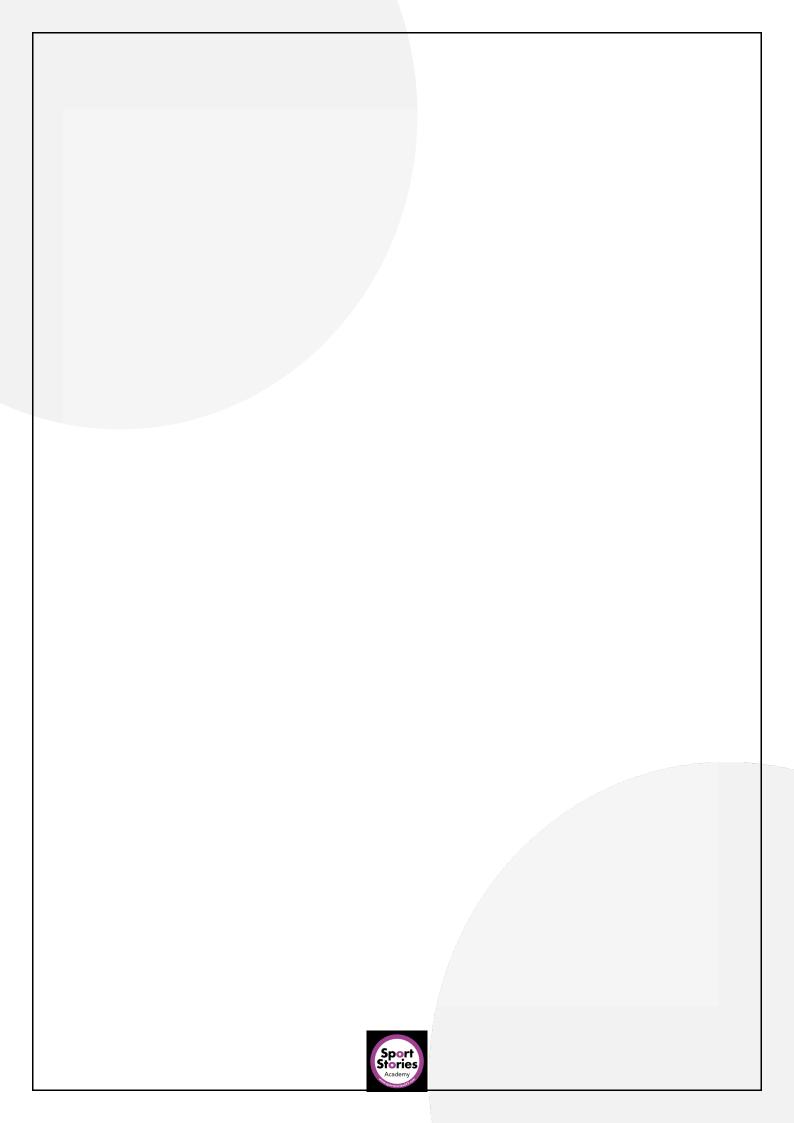
> Sport Stories

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Coaching:





Teams:



"A man who views the world at 50 the same he did at 20 has wasted 30 years of his life" Muhammad Ali



Sport Stories

#### **Environment and Context**







The Book Club

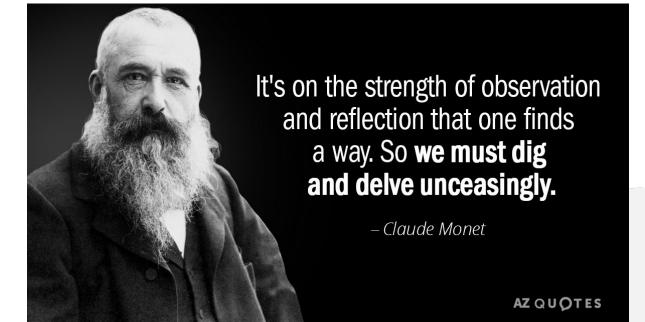


Name of topic or theme





# Reflections





Consider the following:

Why is reflection important to you?

How will you best reflect on your practice and learning?

How and when will you use this journal?



Event/Topic:

What was the session about?:

What aspects really made sense to me & WHY?:

What aspects really 'landed' with me or inspired me do think or work differently and WHY?:

What didn't make sense or I didn't understand?:

What aspects didn't I agree with and WHY?:

What aspects I didn't enjoy and WHY?:

So what additional learning/research/reading do I need/want to do around this topic? What do I need to put on my Development Action Plan?:

So what will I do differently as a result of this session?



Event/Topic:

What was the session about?:

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Here is a template you may use...

**REFLECTIONS ON SPECIFIC LEARNING EVENTS OR TOPICS** 

Event/Topic:

What was the session about?:

What aspects really made sense to me & WHY?:

What aspects really 'landed' with me or inspired me do think or work differently and WHY?:

What didn't make sense or I didn't understand?:

What aspects didn't I agree with and WHY?:

What aspects I didn't enjoy and WHY?:

So what additional learning/research/reading do I need/want to do around this topic? What do I need to put on my Development Action Plan?:

So what will I do differently as a result of this session?



SUMMARY OF REFLECTIONS			PERIOD:
FEELINGS/ REACTIONS	THOUGHTS	What I've learned about MYSELF, the TYPE of SITUATION or CONTENT	New Performance Enhancing Thoughts New Behaviours. What I'll do as a result
			FEELINGS/ REACTIONS THOUGHTS What I've learned about   MYSELF, the TYPE of MYSELF

#### Reflections to the Power of 3 (x3)

	Description	Reflection/Action	How know success and by when
1			
2			
3			

When you have identified a reflection and Note taking process that works for you and is becoming more of a habit then download the right documents form the templates provided. To make things easier some of the documents are fillable so you can complete then electronically. If you design your own tools and approaches – why not let me know and we can share with other learners.