Coaching Expectations

Requirements:
- Provide 40 hours of coaching annually (4 hours per month average)
- Minimum of one contact per month via phone, email or social media
- Be accessible to Candidate for just-in-time assistance
- Attend orientation and training meetings as required

Program Work:
- Collaboratively complete with Candidate the Program Self-Assessments (Pre, & End of Program Benchmarks)
- Assist in development of the Individualized Learning Plan (ILP)
- Provide ongoing coaching to facilitate leadership development according to the ILP
- Complete the Mentor Assessment (Mid and End of Program Benchmarks)
- On-going communication with Candidate to monitor progress of the ILP goals and action plans
- Work with Candidate to review progress towards successful completion of ILP goals
- Serve on Portfolio Exit Interview Panel for Candidate

Coaching Essentials:
- Develop trust and build rapport
- Be fully present in the coaching relationship
- Demonstrate reliability (Keep your commitments to the Candidate)
- Be available
- Listen/Observe/Question/Provide feedback

Coaching Skills:
- **Facilitate**: Engage Candidate to reflect and think in order to develop clarity about purpose and rationale
- **Collaborate**: Thinking together to develop goals, options or solutions
- **Instructive**: Modeling, guiding, demonstrating, showing or teaching
- **Directive**: recommending direction or action

Examples of Coaching Activities:
- Facilitate development of ILP goals and implementation of action plans based upon selected CPSEL standards
- Facilitate problem solving, reflection and communication
- Assist in developing a leadership voice and shared vision
- Facilitate thinking around the development of school culture
- Model instructional coaching
- Collaborate on monitoring systems
- Facilitate thinking around professional learning supports to staff
- Facilitate problem solving in aligning resources to support teaching and learning
- Facilitate thinking regarding issues across systems
- Facilitate thinking on technology tools and resources