

Coach:

Learner(s):

Learner's Supervisor:

County:

Purpose

The purpose of this coaching alliance is to support the above learner as he or she further develops skills that will be outlined in a coaching plan. Coaching will include an initial assessment stage to clarify skills and strategies to include in the coaching plan, an agreed upon number of sessions (outlined in coaching plan), and a final session to summarize and evaluate the process.

To facilitate skill development, coaches will frequently need to observe learners interact in the office, in the field, or home. In this capacity, coaches will adhere to any county-specific policies and procedures.

Nature of the Coaching Relationship

Together, we agree that:

Coaching is...	Coaching is not...
A time-limited, goal-focused connection with an expert and the person in need of coaching	Therapy, counseling or giving advice
An opportunity to practice applying job skills with support and feedback	Solely consultation on how to perform job tasks or a someone to complete tasks for the learner (e.g., no managing cases, interviewing clients, completing documentation)
A person in addition to the learner's supervisor to focus on specific goals with applying work skills	A replacement for supervision (e.g., no performance evaluation, corrective action)
An opportunity to develop and enhance strengths in skills needed on the job	A part of progressive discipline

Communication

- Coaching plans will be developed collaboratively with input from learners, their supervisor and the coach.
- Coaches will be responsible for maintaining documentation of coaching interactions and activities and sharing documentation with learners and their supervisors.
- Coaches are responsible for submitting final documentation outlining achievements and recommendations for further skill development.



Coaching Agreement

- Coaching interactions are confidential except for:
 - Documentation within the Coaching Plan and Coaching Summary
 - A breach of agency's Professional Code of Conduct, Ohio's Social Worker Code of Ethical Practice and Professional Conduct and/or any policies or rules
 - Illegal or unethical actions
 - Information that gives the coach cause to believe there are threats of serious harm to the learner, himself or herself, or others.

Readiness

It is helpful to consider the following prior to engaging in a coaching plan:

- Is the proposed coaching intervention a good investment for your agency and for the training program? (Do you anticipate longevity with the candidate? Does the intervention match a current priority? Will the candidate be able to coach others in the enhanced skills?)
- How does your organization support coaching in general and the learners and their supervisors specifically?
- How will reasonable accommodations for learners to participate be made?
- What barriers to coaching might currently exist and how can they be minimized?
- What steps has your organization taken to integrate coaching into your agency (e.g., is coaching included in job descriptions; are supervisors trained and expected to coach, etc.)

Signed,

OCWTP Representative:

County Representative:

Date:

Date:

A signed copy was provided to the learner's supervisor on ___/___/___ (Date)