

Coaching Skills for Educational Leaders

Leadership Professional Development

[One/Two Day Program]

The responsibilities of an educational leadership position are complex - demanding a complete mind shift from classroom teaching. As a leader you now need to know how to handle difficult situations sensitively – without alienating people; how you can help teachers aspire to better performance, without offending them; what you can do to develop their trust; and how you can hold people accountable for their actions.

Coaching is a recognised style for leaders wanting to develop individuals – improving their teaching skills or class management and their confidence to try new ideas or roles.

This program provides simple, practical and effective strategies for coaching your staff to top performance. Coaching skills provide a solutions focus lifting the burden of problems-solving. Coaching tools allow leaders to monitor progress and also to focus on their own leadership development - relieving personal stress.

Content includes:

- Defining and differentiating related disciplines – coaching, mentoring, counselling
- Taking a solutions-focus - the principles underpinning coaching
- Establishing trust and respecting confidentiality
- Simple coaching strategies and tools for improving individual effectiveness
 - o Assessing people's readiness to change,
 - o The power of questioning to help people solve their own problems
 - o Encouraging commitment, holding people accountable
 - o Giving feedback, challenging to lift expectations
 - o Using reflection tools to build learning and experience
 - o Tools for monitoring and assessment of coaching progress
- The GROW model of coaching – a structured process to follow
- Coaching to resolve difficult situations
- Coaching yourself – personal accountability, achieving balance

- Optional: One-on-one coaching sessions with individual leader**

Learning Outcomes:

This program will significantly enhance leaders interpersonal and feedback skills:

- Identifying individual strengths – then lifting expectations
- Developing practical questioning techniques
- Using observation tools to help people where and when they need it
- Being able to assert themselves in coaching situations without causing defensiveness
- Providing a structured, reflective process and strategies for keeping all people accountable
- Practicing with a personal Tool Kit

“The GROW model & question sheets really clarified how I can work better in the role”.

**Lesley Hall. Teaching & Learning Coach,
Altona-Bayside
Education Precinct**

What Others School Leaders Have Said:

"A lot of information; worthwhile and practical; notes informative; opportunities to set own goals which are relevant to our work context". **J. Charles, Nazareth Catholic College, Findon. SA**

"Excellent, great learning/varied presentation/opportunities to work with different people" **C Quigley, Principal, Our Lady Queen of Peace, Albert Park, SA.**

"I really found it valuable, having provided me with a different way of working with people. It built on what I know but it has given me a framework to apply knowledge/skills". **M Hemming, Principal, St Joseph's School. West Hindmarsh, SA**

"I now need to make my coaching relationships a more equal partnership – where "they" take on some responsibility too" **Jonathan Heard. Teaching & Learning Coach, Altona-Bayside Education Precinct**

"Very non-threatening and most importantly planned and designed according to our specific needs." **[Catholic Education Office]**

"Very good value - to go home armed with strategies". **Jim Konjarski, Deer Park Secondary College**

"Great! It was a lot of information packed into one day – glad to have the readings to take away" **Lisa Robinson. Taylor's Lakes Secondary College**

About Jennifer McCoy.....



Jennifer is an inspiring, practical, thought-provoking expert who brings creativity and a sense of humour to all her workshops and clients.

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Jennifer McCoy is the principal behind Positive Change Consulting, which specialises in leadership for cultural and generational change using coaching, mentoring and training to build leadership skill, develop teamwork and improve communication. Jennifer has been a coach in the *Coaching for Experienced Principals* project since 2004.

Jennifer is:

- An Alumni member, Institute of Executive Coaching, Australia Pty. Ltd.
- Member, International Coach Federation (Australasia) - Planning Team conference 2007.
- Accredited Facilitator, *"Investment in Excellence"* . The Pacific Institute
- Sessional lecturer, MBA program, Australian Catholic University
 - Accredited coach/facilitator Genos Emotional Intelligence system.
- Author:
 - **"2 Way Feedback.** How to build more effective staff relationships"
 - *"Why coaching works"*. Teacher. November, 2006.
 - *"Coaching for leadership in schools"*. The Australian Educational Leader. Vol.27, No.4, 2005
 - *"Give and Take"*. National Accountant. Vol 22, No.2, 2006
 - J.McCoy (2005) *"Performance Coaching for Managers"*. (jCo-author). Facilitator & Participant Resources. Australian Institute of Management.

She has worked with a wide range of industries:

- Education – ACER, Australian Principals Centre, Deakin University, Individual schools
- Health, Local Government, Emergency Services, Superannuation and Aged Care
- Small to large commercial organisations.

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