

# How do I select a coach?



Coaching



# Coaching toolkit overview

## Planning



### Resources:

- > What does the coaching process look like?

### Coach and coachee have different perspectives on planning



#### Resources for Coaches

- > How can I grow as a coach?
- > How do I prepare as a coach?
- > What techniques do coaches use?



#### Resources for Coachees

- > How do I reflect on my coaching needs?
- > How do I select a coach?

## Contracting



### Resources:

- > What does a coaching contract cover?

## Coaching



### Resources:

- > How do coaching conversations work?
- > How do I build momentum for change?
- > What does an action plan look like?

## Evaluating



### Resources:

- > How do we evaluate the effectiveness of the coaching process?
- > How do we reflect on the coaching relationship?



## Selecting a coach

- > As the coachee, you may have control over the coach selection process as the coaching relationship focusses on your development. If so, this resource will assist you to identify things to consider when making a selection
- > In some instances a coach may be assigned to a coachee. In that case, this resource may act as a support in identifying issues you could discuss during your initial meeting with your coach
- > You need to feel comfortable and confident that your coach will be able to support and guide you through your learning
- > Only you can assess if your coach seems to be right for you and your needs
- > No one coach is right for everyone!



# What are guiding principles when choosing a coach?

- > The parameters you apply when choosing your coach are ultimately up to you, but the below information provides some common guidelines:

## Rapport



Are you comfortable sharing your thoughts, concerns, aspirations and goal progress with your coach?

## Credibility



Do you respect the coach and their experience? Do you believe the coach will be sincere and transparent in their interactions with you? Do you trust your coach to be objective?

## Confidence



Does your coach bring the self-awareness and confidence to appropriately challenge you?

## Confidentiality



Do you trust that confidentiality between you and your coach will be maintained?

## Emotional Intelligence



Is your coach able to keep their emotions in check and project calmness and positivity? Can they pick up on cues from others' and adapt their message accordingly to be persuasive or motivating? Does your coach see mistakes as a growth opportunity to reflect on and learn from?



## Who are potential coaches?

- > Your colleagues within or outside your school
- > Contacts within your professional network
- > Professional coaches
- > Members within your community – remember, coaches do not have to be subject matter experts!

### Tips:

- > if you cannot identify a suitable coach within your school, see if there is someone with appropriate expertise from another school or industry
- > coaching is conversation based so it may be appropriate to explore opportunities to engage in coaching online using Skype or other communications tools. This can broaden your pool of potential coaches



## How do I decide if a coach is right for me?

- > When you have identified a potential coach, have an introductory conversation to discuss the possibility of working together
- > Ask your potential coach about their knowledge and experience of coaching (including any training or qualifications); and if they can see any professional benefits to be gained for themselves from the experience. If your potential coach has not had direct coaching experience, guide them to this resource package to support their learning ([Coaching resources](#))
- > Communicate why you would like to engage in a coaching relationship and what you would like to achieve
- > Listen to your gut when making the decision!
- > Once you have agreed to work together, make a time to hold your first meeting ([What does the coaching process look like?](#)). Pre-planning and reflection will help to ensure you are well prepared to begin the coaching process ([How do I reflect on my coaching needs?](#) [How do I prepare as a coach?](#))