CSRA EOA, Inc. Head Start

Coaching Agreement

Read through and discuss each item, and check off those you agree to incorporate into your coaching partnership.

I, as the Coach, agree to:

— Be respectful and supportive of each coachee by being punctual and when possible, providing assistance as requested.
— Develop goals and action plans with each coachee based on needs that both the coach and coachee have identified and agreed upon.
— Schedule, plan, and facilitate focused observations and coaching sessions.

Provide support by:

— Sharing resources
— Providing models of effective practices
— Observing the coachee’s current practices
— Providing supportive and constructive feedback
— Remain supportive rather than evaluative and maintain, to the maximum extent possible, a separation between coaching and performance evaluation.
— Other agreement(s):

____________________________________________________________________________________
____________________________________________________________________________________

I, as the Coachee, agree to:

— Actively engage in coaching sessions by:
— Assessing my strengths and needs
— Asking questions
— Sharing pertinent information
— Reflecting, listening, and identifying goals
— Collaborating with the coach to determine steps for achieving those goals
— Be open to being observed and receiving feedback.
— Be open to changing and learning.
— Apply and analyze new practices with the support of my coach.
— Other agreement(s):

____________________________________________________________________________________
____________________________________________________________________________________

____________________________________   ___________________________________
Coach’s signature  Date    Coachee’s signature  Date

Education Specialist (White)  Coach (Yellow)  Coachee (Pink)