# Overview

**Coaching Defined**

* Slides 4-12

**Providing Constructive Feedback to Teams**

* Slides 13-27
* Three-Part Question\* (1 min 24)

**Putting Coaching Teams Into Action**\*

* Slides 28-42
* Setting the Stage\* (51 sec)
* Open-Ended Question\* (1 min 3)
* Three-Part Question\* (1 min 24)
* Motivating the Team\* (36 sec)
* Ending the Coaching Session\* (27 sec)

\*Video

# clip art of a driver and a passenger in a car**15-Minute Meeting Suggested Activities**

Toolkit materials are designed to be modified and customized. Here are suggestions for time-conscious ways to use this module. Feel free to use these suggestions or come up with your own approach to implementing the module.

### Topic: Coaching Defined

Method: Present slides 4-12. Discuss how this approach to coaching differs from and aligns with coaching the team members have received in the past.

Materials: Slides 4-12

Audience: Administrators, managers, and anyone who will be coached

### Topic: Providing Constructive Feedback to Teams

Method: Provide slides 13-27 as a handout in the beginning of the meeting. Allow 5 minutes for the team to read through the slides. Watch the Three-Part Question video. Spend the remainder of the meeting role playing and using the three-part question.

Materials: Slides 13-27, Three-Part Question video

Audience: Administrators, managers, and anyone who will be coached

### Topic: Putting Coaching Teams Into Action

Method: Present slides 28-42 using the facilitator notes and accompanying videos. Please note: this activity will take 30 minutes.

Materials: Slides 28-42, Setting the Stage video, Open-ended Question video, Three-Part Question video, Motivating the Team video, Ending the Coaching Session video

Audience: Administrators, managers, and potential coaches

### Topic: Putting Coaching Teams Into Action

Method: Use slides 28-42 and facilitator notes for self-study before the meeting. Using the videos to assist you, walk your team through the steps of a coaching session.

Materials: Slides 28-42, Setting the Stage video, Open-Ended Question video, Three-Part Question video, Motivating the Team video, Ending the Coaching Session video

Audience: Administrators, managers, clinicians, and anyone who will be coached