

# Supervisory Coaching Skills Assessment

Coaching is an essential skill supervisors use to support family-centered practice and manage child welfare staff. This instrument will help you assess your effectiveness as a coach and identify specific areas you may wish to improve. *Instructions:* For each item below, circle the response that best describes you.

- A. I am always on the lookout for ways to help staff apply new knowledge or skills.

1	2	3	4
Strongly Disagree	Disagree	Agree	Strongly Agree

- B. I set aside ample time to support my staff.

1	2	3	4
Strongly Disagree	Disagree	Agree	Strongly Agree

- C. I often ask staff questions that are open and reflective.

1	2	3	4
Strongly Disagree	Disagree	Agree	Strongly Agree

- D. I understand the learning needs of each individual staff member.

1	2	3	4
Strongly Disagree	Disagree	Agree	Strongly Agree

- E. I am aware of employees' individual learning style and use this information when we meet to discuss their practice.

1	2	3	4
Strongly Disagree	Disagree	Agree	Strongly Agree

- F. The people I supervise trust me and feel they can talk to me.

1	2	3	4
Strongly Disagree	Disagree	Agree	Strongly Agree

- G. I listen actively and attentively and am highly aware of my employees' progress.

1	2	3	4
Strongly Disagree	Disagree	Agree	Strongly Agree

- H. I constructively challenge other people's views in a way that helps them learn.

1	2	3	4
Strongly Disagree	Disagree	Agree	Strongly Agree

- I. The feedback I give is always balanced, based on something I have observed, objective, specific, timely, and constructive.

1	2	3	4
Strongly Disagree	Disagree	Agree	Strongly Agree

- J. I see the successes of my staff as opportunities to praise and celebrate them, reinforce their learning, and encourage their professional development.

1	2	3	4
Strongly Disagree	Disagree	Agree	Strongly Agree

- K. I am a good delegator.

1	2	3	4
Strongly Disagree	Disagree	Agree	Strongly Agree

- L. I spend enough time planning for the future development of my staff.

1	2	3	4
Strongly Disagree	Disagree	Agree	Strongly Agree

Review your responses. Responses of "strongly agree" and "agree" probably indicate areas of strength for you. Responses of "strongly disagree" or "agree" probably indicate areas that need improvement.

Next you will want to identify ways to strengthen these areas. You may wish to consider attending a training course such as *Coaching in the Kitchen*, or you may wish to confer with a colleague or your supervisor. Once you have decided what actions will further your development in these areas, use the matrix on the following page to develop an action plan.

Adapted from NHS Education for Scotland's *Coaching and mentoring*. Edinburgh, Scotland: Author. Accessed 1-30-08. <<http://www.nes.scot.nhs.uk/nursing/>>

## Coaching Skills Development Matrix

Skill area I want to improve	Action that will help me develop this skill	Resources or other support I need to succeed	Measureable indicator of my improvement	Timeframe

Adapted from NHS Education for Scotland's *Coaching and mentoring*. Edinburgh, Scotland: Author. Accessed 1-30-08. <<http://www.nes.scot.nhs.uk/nursing/>>