# **TIES Center LogoRoles and Responsibilities of an Inclusive Education Coach**

| **Components of Coaching** | **Descriptions/ “Look fors”** | **Frequency** |
| --- | --- | --- |
| Observation of coachee | * Implements evidence-based practices (EPB) for inclusive education * Participates in collaborative planning meetings * Uses data effectively * Uses relationship-building strategies * Demonstrates knowledge of adult learning strategies | Every coaching cycle |
| Modelling | * EBP for inclusive education * Planning and facilitating collaborative learning * Data collection and data-based decision making * Relationship-building strategies * Adult learning strategies | Based on need  (e.g., when coachee is unfamiliar with practice or uses practice incorrectly, or situation arises where there is new practice needed) |
| Performance  Feedback | Presenting formal or informal data about the coachee’s use of specific EBPs for inclusive education  Characteristics of effective feedback:   * Specific and timely * Related to both strengths and needs * Goal focused * Builds capacity rather than providing “the answers” * Respectful and empathetic--focused on behaviors not the person   Delivery methods   * Share verbal, written, graphical or video data * Presented during pre–post observation conferences | Every coaching cycle |
| Relationship  Building Strategies | Using specific skills and strategies to build and maintain a positive relationship in the coaching dyad or team  Factors:   * Interpersonal skills * Collaboration * Expertise * Conveying that coaching is non-evaluative   Examples of positive relationship building strategies:   * Empathic listening, focused on other person’s viewpoint * Restating and summarizing information and feelings conveyed by the teacher, ensuring clarity * Conveying and sharing experiences and expertise in inclusive practices and content when asked for and based upon listening and seeking to understand first * Identifying and working toward coachee’s goals and needs | Every coaching cycle |