

## ACADEMIC COACH: COACHING OVER TIME – Annotated outline

**This outline includes suggested content for a training session on academic coaching, and should be adjusted to meet the needs of the participants. The materials as listed below, are included in the toolbox:**

1. Workshop outline - annotated.
2. Coaching Over Time – powerpoint presentation.
3. Responsibilities of an Academic Coach – small group discussion – 10 questions.
4. Two educational portfolios: Alex Lui and Joey Hamilton.
5. Joey Hamilton – role play details.
6. Coaching feedback tools: (i) Competence by Design Coaching Model (ii) Coaching Feedback Grid, R2C2

### Learning Objectives:

By the end of this session participants will be able to:

1. Articulate the difference between coaching in the moment and coaching over time.
2. Describe the responsibilities and expectations of academic coaches.
3. Implement the tools of academic coaches when working with a resident.

Approx time allocation	Agenda Item and Delivery Format	Notes:
10 minutes	Welcome / introductions Learning objectives	
15 minutes	What is coaching?  Interactive plenary	<i>Review of definitions, and background information</i>
10-15 minutes	Responsibilities of academic coaches  Small group activity with guiding questions	<i>Development of a “job description” appropriate to participants context(s)</i>
20 minutes	Educational Portfolios – developing an action plan  Two mock portfolios	<i>Examination of portfolios and identification of key issues for discussion with learner, and potential action plans</i>
15 minutes	BREAK	
15 minutes	Coaching a Resident <ul style="list-style-type: none"> <li>○ Relationship building</li> <li>○ Facilitating self-regulated learning</li> <li>○ Tools</li> </ul>	<i>Interactive discussion</i>
40 minutes	Small group practice conversation learner (Joey H) Debrief and discussion	<i>Small group facilitator takes role of Joey as participants practice a coaching discussion</i>
10 minutes	Wrap-up / next steps	