



## A Learner's Guide to Coach2Coach

Thank you so much for your interest in assessing and improving your early intervention practices with infants and toddlers! We are grateful for your willingness to examine your evidence-based, natural learning environment, coaching, and resource based practices and to work with a Master Coach (MC). This project can help you identify your needs, practice skills you are working on now, and learn some new skills.

**Coach2Coach Information Online at <http://www.eiexcellence.org/evidence-based-practices/mentoring/>**

### A list of terms

- C2C: Coach2Coach, peer mentoring program
- Master Coach (MC): providers and CDSA staff who are trained as Master Coaches and will be working with learners to build their practices
- Learner: providers who have agreed to work with a Master Coach
- Mentor: CDSA supervisors who provide support to Master Coaches in their work with learners
- Coaching Practices: Joint Planning, Reflection, Action/Practice, Observation, Feedback
- Natural Learning Environment Practices: Child Interest, Activity Setting, Parent Responsiveness
- Evidence Based Practices: Early intervention practices that are based in research and proven to be effective with children birth to three with disabilities.
- Resource Based Practices: Identify Resources, Selecting Resources, Accessing Resources, Evaluating Resources (*primarily used by service coordinators*)

### Time Commitment

- Pre-requisite training - highly recommended that you attend the CDSA training on Coaching and Natural Learning Environment Practices prior to beginning C2C. These training occur quarterly at the CDSA and are 3 hours in length.
- Length of C2C – 6-month peer training program
  - Initial in person meeting with you and MC to discuss learning goals;
  - Monthly opportunities for MC to observe your practice during regular early intervention session (no additional time is needed for these visit);
  - Follow-up coaching conversations between you and your MC will occur after each observation and will take 30 minutes to 1 hour;
    - conversations can occur in person or via technology such as skype or face time
- By the end of your time with your MC, you should have had an initial meeting, 5 observations and 5 coaching sessions together.

### Structure of Meetings

- Initial Meeting: You and your MC will schedule at a time that is convenient for you to discuss your ideas, your current practices, and your goals for your work together.
  - Based on your joint plan, your MC may suggest any of the following activities to help with your learning. You will decide which, if any, of these you may find helpful.
    1. You may complete a short rating scale or survey about how you see your current practices.



2. You may observe your master coach in their work with a family.
  3. You may read articles or other written materials to become more familiar with the practices.
  4. You will develop a joint plan with your Master Coach based on what you would like to work on, learn about, or improve during your time together.
  5. You and your MC will determine the best way for you to keep track of your joint plan between visits.
- **Observations:** Based on your joint plan, your MC will attend and observe early intervention sessions (one monthly for 5 months) with Mecklenburg CDSA families based on your recommendations and your schedules.
    - You will gain verbal permission from the family for the MC to attend the visit.
    - The MC will inform the service coordinator that the two of you are working together with the family.
    - Observations can be with the same family for the duration or can be with different families based on what you and your MC decide as part of the joint plan.
  - **Coaching sessions:** After the MC has observed the early intervention session, you will meet together to talk about the session. You will revisit your joint plan and reflect on your practices during that visit. Your MC will use reflective questions and feedback to support your explorations. At the end of your session, you and your MC will make a joint plan for the next observation and what practices you plan to work on.

### **Documentation**

- Keep track of the time you receive coaching from a Master Coach (not therapy session time) on the *Coach2Coach Tracking Time Sheet for Learners* form at the end of this document. This will be used to issue Infant Toddler Credit upon request.
- Your Master Coach will record your conversation using a coaching log or summary form and will share with you if you wish, and will share with the mentor assigned to them.
- Complete our survey of your experience at the end of the project when it is sent to you and submit by required due date.



And most of all, remember this...

- See this as a learning opportunity
- Be open to trying new things and working together with your master coach.
- Master Coaches are not judging your work, but are helping YOU determine what you would like to do to improve your practices.
- Master Coaches don't have all the answers. They have just dedicated time and energy to more study around these practices.
- Relax and have fun!

Have questions or need help? Contact your master coach or their Mentor first. Still need help? Contact Sheena Jennings at 980-314-8516 or [sheena.jennings@mecklenburgcountync.gov](mailto:sheena.jennings@mecklenburgcountync.gov)





**Coach2Coach Tracking Time Sheet for Learners**  
(To be completed by Learner)

**Learner Name/Agency Name:**

**Do you want Infant-Toddler Credit for your participation? Yes or No**

**Master Coach Name/Agency Name:**

Date:	Time Spent:	Purpose: (Observation/ Follow-Up)
<b>Total Time</b>		

Provide copy of for once all coaching activities have been completed to  
sheena.jennings@mecklenburgcountync.gov or by fax at 704-432-0748 **attn.** Sheena Jennings