

**TOOL 12.4**

## Characteristics of effective coaches

**BELIEFS**

- Is willing to learn
- Has a passion for ongoing development and learning
- Holds the attitude that everyone is important
- Believes in the capacity of others to grow and develop
- Does not assume to have “The Answer”
- Is committed to continuous improvement
- Has moral purpose
- Can let go of being responsible for another person’s behaviors

**TEACHING EXPERTISE**

- Is skilled in instructional planning
- Has strong classroom organization and management
- Has fluency with multiple methods of delivering instruction
- Uses multiple methods for student assessment
- Demonstrates success in their work as classroom teachers
- Articulates their practice
- Reflects on their own practice

**COACHING SKILLS**

- Understands and applies knowledge about adult development
- Listens skillfully
- Communicates effectively
- Uses effective questioning skills
- Understands and employs a specific reflection process
- Diagnoses the needs of teachers
- Aligns support to the identified needs of teachers

**RELATIONSHIP SKILLS**

- Desires to be a part of a team
- Works effectively with teachers and principals
- Builds trusting relationships
- Is respected by peers
- Has patience for the learning process

**CONTENT EXPERTISE**

- Possesses and applies appropriate, in-depth content knowledge
- Uses extensive research and theory to support instructional decisions

**LEADERSHIP SKILLS**

- Understands and applies of the knowledge about change
- Communicates the vision of the school
- Aligns work with school goals
- Uses data to drive decisions
- Engages others in developing plans for improvement
- Maintains a productive culture