Coaching plan template

**Community coaching**

This template has been designed to complement the Community Coaching – Essentials Skills Course.

Use the template during or after the course to develop your own personal coaching plan for creating positive, safe and inclusive learning environments, where you and your participants will enjoy and thrive through sport. The questions and considerations included within the template are focused on your insight and experience as a coach to allow you to consider what it is you currently know and apply, as well as what you want to achieve.

Whilst completing the Essential Skills Course, consider:

* how you can implement the information you learn from the course into your own coaching environment.
* how you can begin or further your own self-reflection as a coach.

Space is provided throughout this template for you to document your thoughts and ideas and start developing your own plans for applying the knowledge you gain through the course. If needed, you can enlarge the free text boxes by clicking anywhere in the box and dragging the bottom edge down.

Use this document again in future, whenever you have a new group of participants or when you want to review and reflect on your coaching.

## Creating a positive, safe and inclusive environment

* What does a positive, safe and inclusive sport environment look and feel like to me?

*Write here*

* What does a positive, safe and inclusive sport experience look and feel like to my participants?

*Write here*

* What challenges do I face in creating a positive, safe and inclusive experience for my participants and how might I overcome them?

*Write here*

## Module 1 – Safeguarding in sport

* What do I need to consider when creating a safe environment free from harm, for all my participants?
* When coaching children, what are the key child safe practices I need to be aware of and embed into my coaching approach?
* What policies and support are available to protect and respect my rights as a coach?

Develop a plan for creating a safe environment for all my participants and stakeholders to play sport and be active. Consider:

* your responsibilities as a coach to protect children and adults from harm
* the child safe practices in action
* your rights as a coach
* how to make a report if you suspect there has been an alleged breach of the Child Safeguarding and/or Member Protection policy

*Write plan or list ideas here*

## Module 2 – Who you coach

* What motivates my participants to be involved in sport and why are they coming to my session/s?
* What might a successful session look and feel like and involve?
* What do I need to do to ensure all participants feel included at each session?
* What barriers and challenges might limit my participants ability to engage and participate throughout a session and what can I do to overcome these?

Develop a plan for creating a positive and engaging sport environment for everyone. Consider:

* individual capabilities and motivations of my participants
* how to include each participant
* my own ability to engage and motivate
* how to adapt the session to align with the various goals and objectives (e.g., enjoyment, participation, development, winning)
* how stakeholders can assist me to deliver a safe, inclusive and engaging sport environment.

*Write plan or list ideas here*

## Module 3 – Where you coach

* How can I best make use of the space, equipment and/or facilities to encourage positive behaviour amongst my participants?
* What can I do to make the space, equipment and/or facilities safe, appropriate and more accessible within my environment?
* What barriers and challenges might impact my ability to create a positive and accessible sporting experience for my participants and how can I overcome these?

Develop a plan making best use of the space, equipment and facilities I have access to. Consider:

* space, equipment and facilities that I have or can use
* how I can modify the space, equipment, or facilities to create an effective and engaging session
* limitations in space, equipment and facilities in my environment.

*Write plan or list ideas here*

## Module 4 – What you coach

* How do I ensure my session plans are creating both a positive and safe environment?
* What practice approach (game-centred, technique-centred, constraints-led) is best suited to the participants I coach (their needs, goals, and motivations)?
* What factors might impact my session plan and how will remain adaptable to ensure I provide a quality session?
* How might using different practice approaches change the way my participants perform (e.g., physical, technical, tactical, mental)?

Develop a plan for creating an effective, safe and enjoyable session. Consider:

* matching the practice approach to participant needs and motivations
* involving participants in the development of the session plan
* how to ensure all participants are involved and appropriately challenged during the session
* what I will do as the coach during the session.

*Write plan or list ideas here*

## Module 5 – How you connect

* What does effective communication look like for me?
* When interacting with different participants and stakeholders, how do I know that the way I communicate is effective?
* What do I need to do to ensure my communication is inclusive?
* How can I provide my participants with more opportunity to communicate openly and effectively with me and the other participants?

Develop a plan for clearly communicating with my participants and stakeholders. Consider:

* the most effective type of communication considering the context
* the impact of my environment on the type of communication I use
* whether a demonstration will assist my participants understanding and development.

*Write plan or list ideas here*

## Module 6 – How you engage and organise

* Who are the stakeholders at my sessions that can help to support my role as the coach and what can they do?
* How can these stakeholders support me in my role as the coach?
* What barriers and challenges may be stopping volunteers from getting involved and supporting me and how can I overcome these?

Develop a plan for engaging with and encouraging stakeholders to support me. Consider:

* stakeholder roles outside the practice environment
* opportunities within the environment I coach
* the process for recruiting volunteers at my organisation.

*Write plan or list ideas here*

## Module 7 – How you deliver

* How do I manage my participants to ensure my session runs smoothly and is effective?
* What impact will smooth, and effective delivery and management have on my ability to create and deliver a safe, engaging and inclusive experience?
* What barriers and challenges might impact my ability to deliver good group management and how can I overcome these?

Develop a plan for managing my group of participants and encouraging safe, engaging and inclusive environments. Consider:

* involving participants in creating rules and expectations
* activities and behaviours that will help me organise and manage the group
* the physical space available and how this might assist or reduce my ability to manage my group
* stakeholders who can support me at practice.

*Write plan or list ideas here*

## Module 8 – How you improve

* What impact will self-reflection have on my coaching and the experience of my participants?
* What could effective self-reflection involve and what will I do to start this process?
* How can I put what I reflect on into practice?

Develop a plan for using self-reflection more effectively. Consider:

* different ways to reflect and what works best for me
* what I will reflect on
* when I will reflect
* the purpose of reflecting before, during, or after each session
* how I will put my reflections into practice to improve my coaching and the environment I provide for my participants.

*Write plan or list ideas here*

## Position statements

Consider the knowledge you have gained from the Community Coaching – Essentials Skills Course and your responses in this document to come up with three statements that describe:

1. **How I CURRENTLY create a positive, safe and inclusive learning experience for participants to learn, enjoy and thrive through sport.**

*Write here*

1. **How I WANT TO create a positive, safe and inclusive learning experience for participants to learn, enjoy and thrive through sport.**

*Write here*

1. **How I will achieve my goal of becoming a more effective community coach.**

*Write here*

**Learn more about community coaching at** [**ausport.gov.au/coaching**](http://www.sportaus.gov.au/coaching)