



Provincial Network
on Developmental Services

Core Competencies Coaching and Mentoring

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Agenda

- What is a Mentor
- What is coaching
- Process of Coaching & Mentoring with the New Core Comps
 - Self Assessment Process
 - When does a leader's role move into coach/mentor
 - Resources available to you to assist with Coaching/Mentoring
 - Employee Confirming Growth Stage and next steps
- Resources

What is a mentor?

The mentor is a source of wisdom, teaching and support.

Ideally, the mentor will challenge the mentee to think differently and open their mind to different perspectives.

The mentor supports the mentee in identifying goals and areas of learning to share the overall agenda of the relationship.
(DSHRS, 2017)



What is a coach?

What coaching looks like:

Contact

Connections

Respectful

Disciplined

Process of Coaching and Mentoring with the Core Competencies



Learn about the Core Competencies



Complete a Self-Assessment



Share your results to your mentor/coach/supervisor



Participate in coaching with your mentor/coach/supervisor



Complete growth activities using Developmental Resource Guide



Complete another self-assessment, to show development to next level.

 Home Core Competencies Self-Assessment Coaching Behavior Based Interviews

- Self-assess to determine what growth stage you are at
- Work with a mentor to discuss results and help create a development plan
- Try and focus on 1 or 2 competencies at a time



Self-Assessment/ Advocacy

Advocacy is the desire and determination to champion a cause or issue, and try to get others to support it. It recognises the importance of amplifying the voices of the person/family and creating space for them to advocate on their own behalf.



Self-Assessment

Start Self-Assessment

A badge will be issued upon success



Next Stage



Emerging



Certificate

Certificate of Completion



4. Prepare to validate your assessment

Now that you have provided an example of how you've demonstrated the Competency at the stage you consistently perform, it's time to confirm your stage with your mentor. Remember, your mentor can be a **supervisor/manager or the family** you work for.

Click **complete** to proceed to the next page. You will be able to email your results to your mentor, who can validate your assessment.

Previous

Complete

If you do not feel ready and need to retake the self-assessment, click the button below to re-start your assessment from the beginning. All of your previous answers will be erased.

Retake Assessment



Self-Assessment

Next Step

1 Review with your mentor

To validate your growth stage assessment, email your results to your mentor and plan a meeting.

Email Results

2 Confirm stage

3 Complete Self-Assessment



Self-Assessment

DS Workforce Initiative Self-Assessment Results



DS Workforce Initiative <no-reply@dscorecomp.com>

To ✓ Jamie Russell

Self-Assessment Results

Thank you for completing the Self-Assessment for **Advocacy**. Please confirm with your mentor your results to confirm your level and complete your assessment.

Your example of a situation

example written here ...

Behavioural indicators on Emerging that you selected

- Identifies factors that may impact the person.
- Understands the barriers/opportunities for the person or group.
- Recognizes the significance of personal experiences, values, cultural diversity, and inclusion.
- Takes appropriate steps and opportunities to advocate.
- Communicates through facts, data and examples to convince.

 Home Core Competencies Self-Assessment Coaching Behavior Based Interviews

- This tab has tips and a video leaders can watch to help them with a coaching session with their employee
- [Discussion Planner Guide](#)
- [Development Resource Guide](#)

Discussion Planner

What is it?

- It is a Step-by-Step guide on what happens once the employee completes the self assessment
- Has tips in it on how the employee and coach/mentor can prepare for the session
- Have a template development plan you can use

Discussion Planner

Steps

1. Complete Self Assessment
2. Share Results
3. Prepare for the coaching session

Discussion Planner

Prepare for the Session

Employee	Supervisor/Manager/Leader
Review results of Self Assessment and DRG. Think of goals and activities that could be done to achieve goals.	Demonstrate interest in employee's development. Review results of the employee's self-assessment and the DRG in advance of the meeting to prepare for the discussion.
Prepare to be open to feedback.	Create a climate that is supportive of the employee's development. Limit discussion and ensure privacy and confidentiality of the conversation.
Set realistic goals	Provide timely coaching and behaviour examples to support coaching. Guide the discussion without dominating or determining the outcome. Actively listen, offer your insight and check for agreement with the employee.
Identify any challenges to achieving goals or completing development activities.	Provide feedback and follow-up on the employee's progress. Recognize the employee's strengths and growth.
Take ownership for growth and development	Support the employee to take ownership for their goal and be future focused on development.

Discussion Planner

Tips for Preparing for a Coaching Session

- Demonstrate Interest
- Create a supportive climate
- Guide the discussion
- Be prepared to provide timely feedback
- Support the employee to take ownership

Discussion Planner

Steps continued

4. Meet to Discuss
5. Determine Development Plan
6. Implement a Development Plan
7. Follow-up and evaluate development plan



Development Plan

How do you help create this with the employee?

Development Resource Guide



CORE COMPETENCIES

Development Resource Guide (DRG)

2022

Development Resources Guide

What is it?

- Practical tool to support the employee in planning and managing their professional development
- Provides suggestions for development activities related to all core comps
- Assist you in generating ideas and providing direction as you create and develop the development plan

Development Resources Guide

What can be found in it?

- Organized by Competency and their associated growth levels
- Each Core comp guide gives you:
 - Definition of the competency and the growth stages
 - Mix of activities
 - Books, videos and movies

Development Resources Guide

Behavioural Indicators and Activities to Assist with Competency Development

Advocacy	
<i>Description:</i> Advocacy is the desire and determination to champion a cause or issue, and try to get others to support it. It recognises the importance of amplifying the voices of the person/family and creating space for them to advocate on their own behalf.	
Emerging - Recognize when advocacy needs to happen	
<u>Behavioural Indicators:</u> - Identifies factors that may impact the person. - Understands the barriers/opportunities for the person or group. - Recognizes the significance of personal experiences, values, cultural diversity, and inclusion. - Shows sensitivity to time, issue, place and role. - Takes appropriate steps and opportunities to advocate. - Communicates through facts, data and examples to convince. - Recognizes that one is not speaking for a person but amplifying their thoughts, preferences and choices.	<u>Activities to Assist with Competency Development:</u> - Pick a topic that you would like to advocate for and determine a key message you would like to communicate, make a list of 5 facts to support your key message. - Identify 3 people you think are good at advocating and ask them for advice on how to advocate. Make notes on their advice. - Journal how your past experiences have impacted your values and thoughts on inclusion. - Review material from a BIPOC author that provides a different perspective to you, reflect on what you learned about their perspective. - Meet with a self-advocates group, ask them how someone can help amplify their work.

Advocacy Continued	
Evolving - Takes actions to advocate	
<u>Behavioural Indicators:</u> - Understands the decision-making process and identifies the key decision makers. - Communicates facts in response to understanding different views. - Uses a person directed approach to develop a plan of action, including potential outcomes with individual/family/team. - Reflects/evaluates the effectiveness of advocacy and adjusts approach. - Considers impact of actions or words, anticipating and preparing for response. - Supports individuals and families to advocate for themselves and others. - Effectively questions existing practices and offers opportunities for new ideas.	<u>Activities to Assist with Competency Development:</u> - Do a dry run of a presentation. Pick a topic that you would like advocate for, either personal or professional. Do a dry run of your pitch for friends or family and get their feedback on how you did. Make a list of their feedback. - Ask 3 people for feedback on your ability to advocate. Take notes on their feedback. - Reflect on an instance where you tried to advocate for something, make a list of things that went well and things that you would change. - Try to understand a different point of view. Talk to someone who has a different opinion than you about a topic and make a list of their points. - Watch one of the following movies and make a list of strategies the main character used to advocate. - Akeelah and the Bee - Erin Brokovich - Gandhi - Glory - Mona Lisa Smile - Mr. Holland's Opus - Remember the Titans - Runaway Jury - The Shawshank Redemption - Twelve Angry Men - Wall Street

Development Resources Guide

Building a Development Plan - Tips!

- Spend time planning and be focused on the activities the you try
- Focus on competency areas relevant to you, your current or the next step in your career
- Consult with others
- Build in milestones and assess you progress
- Discuss what you learn
- Keep at it

What happens once the employee has completed the development guide?

- They would redo the self-assessment
- As their coach you would review and then confirm with them they are at that stage
- If they are still not at that growth stage, then you would do another development plan with them

What happens if the employee sends you a self-assessment and they are already at that growth stage?

- As their coach/mentor you would review and then confirm with them they are at that stage
- The employee can then confirm their stage and take the next growth stage self-assessment

Next Step

1 Review with your mentor

2 Confirm stage

When you and your mentor agree on what stage your at, click here to confirm your stage.

Confirm my stage

3 Complete Self-Assessment



Confirm Your stage

I confirm that I've discussed my results with my mentor, supervisor or the family member and I confirm my stage below is the correct stage for this competency.



Level
Emerging



Confirm stage

Close



Level
Evolving

Started on 19 Jul 2023

Advocacy

Advocacy is the desire and determination to champion a cause or issue, and try to get others to support it. It recognises the importance of amplifying the voices of the person/family and creating space for them to advocate on their own behalf.

[Continue Self-Assessment](#)

[Retake Self-Assessment](#)

Started on 19 Jul 2023

 Next Stage



Evolving

 Last Updated

19 Jul 2023

 Certificate

Certificate of Completion

Resources

1. [Discussion Planner](#)
2. [Developmental Resource Guide](#)
3. [Preparing for a Coaching Session](#)
4. [Be a Better Manager and Coach with 5 Lessons from Ted Lasso](#)