



GO2 EDUCATE

TEACHER COACHING ACADEMY: Managing Workload for Middle Leaders Personal & Team Development Programme

By Deborah Fitzsimmons

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*“Until you value yourself, you will not value your time.
Until you value your time, you will not do anything with it. -M. Scott Peck”*



‘Coaching works best when the person being coached wants to improve their practice or performance.’

2012 The City and Guilds of London Institute

Jones, Woods and Zhou (2018) found that in a sample of 161 clients, coaching had a positive effect on work well-being

PROGRAMME SUITABILITY

MIDDLE LEADER TEAMS

Primary, Post Primary (Secondary) Schools & Colleges

PROGRAMME CONTENTS & ACTIVITIES

*Initial FREE Consultation with Principal/Senior Leader to discuss context and agree contract delivery
Programme applies coaching techniques, educational pedagogy research, DFE/ETI Frameworks Tailored to meet the needs of educational settings post initial FREE consultation
Introduction to Coaching *if school have not availed of previous programmes
Coaching Contracts & Coaching Logs
Team Coaching Session 1: Introduction to Managing Workload Impact of unbalanced and ineffective workload management, Investigating Personal Preferences, Boundaries, Routines & Habits, Roles & Responsibilities/Value Priorities & The Eisenhower Matrix
Team Coaching Session 2: Educator Admin The 2-Minute Rule (E-mails/Phone calls), Running Effective Meetings (linked to value priorities), Managing Assessment/Marking (linked to pedagogy studies/sharing good practice), Support Network
Managing Workload Personal Goal Setting *completed in advance of 1-1 Coaching Session
1-1 Coaching Session: Managing Workload Personal Goals & Action Planning 1 & 2, Progress Reflections
Diary Logs: Monitoring & Evaluating Your Goals
Presentation Preparation: Goals, Progress Review & Impact completed in advance of Team Coaching Session 3
Team Coaching Session 3: Participant Presentations, Q & A, Programme Evaluation

PROGRAMME AVAILABILITY & PRICING

EXTERNAL COACH DELIVERY: Delivery over 2–3-month period (Aug-Nov/Jan-Mar/May-July)	
Three Team Coaching Sessions One 1-1 Coaching Sessions Reading Material & Activity Booklet	TEAM: Virtual Via. Zoom OR Face to Face to work *See face-to-face option below 1-1: Virtual via zoom to provide flexibility for school and teachers RESOURCES: Available on purchase
TOTAL PROGRAMME COST	£65 per participant Minimum 10 participants, Maximum 30 participants
OPTIONAL Face to Face Team Sessions < 1 hour travel to school or college from base *No additional cost *NI/Ireland/Other parts of UK	> 1 hour travel (£50ph extra travel time + travel expenses) *Added to final Invoice/Issued separately if course fees paid upfront (Travelling from Antrim, NI – see Google Maps) *speak directly to Deborah to make arrangements (Ireland/UK)

PAYMENT OPTIONS

Direct via BACS	Invoices Issued directly to school/college for payment at set points Payable Amount 1: 50% by end of 2 nd Team Coaching Session on receipt of invoice Payable Amount: Remaining 50% at end of programme
Direct via PAYPAL, Direct Debit	Place your order straight from the GO2Educate online shop * Register as a FREE MEMBER to get your automated 10% discount, then place your order Deborah will be in touch as soon as order is received to arrange dates with contact
EANI Supplier GO2Educate on EANI order system:	Purchase Order 1: Managing Workload for Middle Leaders Product Code: MLMWA, Description: 1st & 2 nd Team Coaching Sessions Payable Amount: 50% by end of 2 nd Team Coaching Session on receipt of invoice Purchase Order 2: Managing Workload for Middle Leaders Product Code: MLMWB, Description: 1-1 Coaching Session / 3 rd Team Coaching Session Payable Amount: Remaining 50% at end of programme

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