

Professional Development Situation: Coaching

Skill Focus: Managing Groups during STEM

Time Required: 15 minutes

GROUP MANAGEMENT ACTION PLAN

Participants will watch “Building Relationships for STEM” video-based learning module to learn how to support positive youth interactions.

Agenda

See the Skill in Action—10 minutes

- [Building Relationships for STEM](#) video-based learning module

Setting Goals— 5 minutes

Materials

- Computer with internet connection
- [Positive Interactions with Youth](#)
- [Building Relationships for STEM](#) video-based learning module
- [SMART Goals Action Plan](#)
 - If conducting this session virtually, be sure the participant has access to these as well.

Before the Session

- **Read this coaching guide** to become familiar with the content and allow time to personalize the activities to best suit your presentation style.
 - *Italics indicate text that can be read aloud or emailed to the participant.*
- Send an email to the participant being coached:
 - *Our coaching session is scheduled for DATE at TIME. We will focus on “Managing Groups during STEM”. Please feel free to contact me with your questions or concerns at CONTACT INFORMATION.*
- Gather all materials needed for the coaching session.

During the Session

See the Skill in Action (10 min)

- Work through the steps of the [Building Relationships for STEM](#) video-based learning module.
 - Watch the videos in steps 1 and 3.
 - Talk through the questions in step 2.
- Reflect on how this video-based learning module helps you see what positive youth development looks like.
 - *What does the facilitator say to help youth know what to do?*
- Pass out the [Positive Interactions with Youth](#) handout.
- Read through it together.
 - *Does anything on this list match what we saw in the video? What might you try?*

Setting Goals (5 min)

- Make a SMART goal with the participant based on the Positive Interactions handout. Use the [SMART Goals Action Plan](#).
- Remember that SMART Goals should be:
 - **Specific** – It is clear what you are trying to accomplish (what do we care about?)
 - **Measurable** – You will know when you've accomplished your goal
 - **Achievable** – You can do this because the goal is not too big or too small
 - **Relevant** – The goal relates to this skill and what you do in your program
 - **Timely** – The goal can be accomplished this month

After the Session

- Follow up with your participant to see how they are progressing on their action plan. Try to be supportive and helpful, not evaluative.

Want to Earn Credit? Click2Science has teamed up with Better Kid Care to provide continuing education units. Check it out at: <http://www.click2sciencepd.org/web-lessons/about>

Positive Interactions with Youth

Rule Number One: Give youth at least 5 positive comments to each negative comment or criticism. Catch them doing what you want them to do instead of only finding ways they are breaking the rules or not meeting expectations.

Supporting Interactions

Adult-Child

- Get down to the child's eye level.
- Be aware of body language (do you seem intimidating or welcoming?).
- Use a friendly tone of voice.
- Be clear in your language
- Be specific about what you do and do not want children to do.
- Example: "I like the way you _____" vs. "Great job!"
- Follow through on time and rules (finish when you say you will; enforce rules).
- Make eye contact with students,
- Smile and use their first names
- Listen to their ideas
- Model excitement or curiosity and engagement with STEM

Child-Child

While monitoring and interacting with youth, consider:

- Tone of voice used between peers
- Body language
- Turn-taking (or lack of)
- Sharing of materials (or lack of)
- Space (over-crowding or no respect for personal space of others)
- The perspective of each child
- Remaining neutral in resolving conflicts

SMART Goals Action Plan

NAME: _____

DATE: _____

Concept/Problem Statement:

Goal Statement:

Specific: What specific action will you take?

Measurable: How will you measure the results?

Attainable: What will be different?

Relevant: The goal relates to this skill and what you do in your program

Timeframe: The goal can be accomplished this month
