

FORD CONSULTING

Roles & Responsibilities in Coaching Supervision

As supervisor, I am responsible for:

- Respecting you as a professional
- Enabling you to become the professional you can be and want to be – not a clone of me
- Negotiating the supervision contract for how we will work together
- Managing the time during supervision sessions
- Managing the overall agenda of our supervision sessions
- Providing clear, focussed, constructive feedback
- Creating a safe space in which to explore issues
- Developing a healthy supervisory relationship
- Being open about the processes and approaches I am using
- Adopting a flexible approach that fits with your preferred style of learning and coaching
- Ensuring boundaries are maintained
- Ensuring the needs of your clients / coachees are being addressed
- Monitoring ethical issues of coaching and supervision
- Monitoring our supervisory relationship
- Being open to receiving clear, focussed constructive feedback from you, the supervisee
- Keeping notes of our supervision sessions
- Providing fair and honest supervisory reports if required

As supervisee, you are responsible for:

- Your own learning
- Preparing for supervision
- Defining your objectives for each supervision session
- Using supervision time effectively
- Presenting your work open and honestly
- Delivering the best service possible to your clients/coachees
- Developing learning partnerships with your supervisor and other supervisees if in a group
- Being aware of other stakeholders in the supervisory arrangement
- Being open to feedback from me, your supervisor
- Providing feedback to me, your supervisor
- Applying your learning to your coaching practice
- Reflecting on your practice
- Monitoring and evaluating your work
- Creating ethical and professional environments for your work
- Keeping notes of your supervision sessions