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| **Supervision/COACHING GUIDE** |
| **Date:** |  |
| **Staff Person:** |  | **Supervisor/Manager:** |  |

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| **Goals/Topics for Supervision Today** | **What’s Working Well?** | **Worries?** | **What Needs to Happen Next?** |
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| **Foundational Behaviors** |
| * Is open, honest, clear and respectful in all communication.
* Is accountable; does what says will do, returns calls/email within 24 hours, completes work timely, follows laws.
* Is aware of and takes responsibility for biases, missteps and mistakes.
* Demonstrates commitment to individual development, critical thinking, self-reflection and humility.
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| Comments: |
|  | Emerging | Acquired | Accomplished |
|  | 1 | 2 | 3 | 4 | 5 | 6 |
| **Engagement** |
| * Demonstrates an interest in connecting with the family and helping them identify and meet their goals.
* Identifies and engages family members and others who are important to the child/NMD and family.
* Supports and facilitates the child’s/NMD’s and family’s capacity to advocate for themselves.
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| Comments: |
|  | Emerging | Acquired | Accomplished |
|  | 1 | 2 | 3 | 4 | 5 | 6 |
| **Assessment** |
| * Engages in initial and ongoing safety and risk assessment and permanency planning.
* Applies information to the assessment process using the family’s cultural lens.
* Explores the family’s underlying needs by engaging them in communicating their experiences and identifying their strengths, needs and safety concerns.
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| Comments: |
|  | Emerging | Acquired | Accomplished |
|  | 1 | 2 | 3 | 4 | 5 | 6 |
| **Teaming** |
| * Works with the family to build a supportive team that engages natural connections as early as possible.
* Facilitates culturally sensitive team processes and engages the team in planning and decision-making.
* Works with the child and family team to address the evolving needs of the child/NMD and family.
* Works collaboratively with community partners to create better ways for families to access services.
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| Comments: |
|  | Emerging | Acquired | Accomplished |
|  | 1 | 2 | 3 | 4 | 5 | 6 |
| **Service Planning & Delivery** |
| * Works with the family and team to build a culturally sensitive plan that focuses on changing the behaviors that brought the family to the attention of child welfare.
* Works with the family and team to assist the child/NMD and family with safety, trauma, healing and permanency.
* Advocates for and helps family members access resources, services, supports and visitation needs.
* Monitors, adapts and updates the plan as needed regarding effectiveness, current circumstances and resources.
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| Comments: |
|  | Emerging | Acquired | Accomplished |
|  | 1 | 2 | 3 | 4 | 5 | 6 |
| **Transition** |
| * Works with the family to prepare for change and provide tools for managing transitions, i.e. changes in SW/placement.
* Coordinates with the family team to help the family find solutions after CWS is no longer involved.
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| Comments: |
|  | Emerging | Acquired | Accomplished |
|  | 1 | 2 | 3 | 4 | 5 | 6 |

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| **WORK EFFECTIVENESS** |
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| **additional Discussion** |
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