

Mentor Coach Observation Form | Practical Coaching

To be completed by Practical Coaching Mentor during each micro-coaching session and given to Foundation Coach Training Program Coordinator at completion of workshop.

Mentor coaches should compare Performance Criteria for each aspect of practical coaching during the observation of the practical coaching session to assess competency.

Coach Details

Coach Name:

First Name	Last Name

Triathlon Australia Membership:

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Phone:

Mobile	Home Phone

Email Address

Personal Email Address

Triathlon Club/Squad:

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Coaching Course Co-ordinator:

First Name	Last Name

Assessment Details

Mentor Coach 1:

First Name	Last Name

Mentor Coach 2:

First Name	Last Name

Mentor Coach 3:

First Name	Last Name

Dates of Assessment:

DD		MM		YYYY			

Assessment Venue

Venue Name

Practical Coaching Session 1 | Feedback

Coach:			Mentor Coach:		
Activity:			Start/Finish Time		
Performance Criteria			✓	Mentor Coach Feedback & Comments	
Preparation	Reviewed risk analysis of the venue prior to the session start and addressed any risks, as required.				
	Co-ordinated and checked equipment required to conduct the session				
	Acknowledged athletes - friendly & enthusiastic Assess athlete well-being, i.e illness, injury status				
	Communicated activity plan/goals to athletes and sought appropriate feedback/clarification.				
Knowledge	Provided clear explanations and correct demonstrations to all athletes.				
	Used equipment efficiently and safely				
	Demonstrated sufficient competence and technical understanding of topic. e.g. Swim, bike, run.				
Coaching	Quickly organized group - moved efficiently between activities - concise, specific instructions				
	Co-ordinated sequenced delivery of a series of connected skill development activities				
	Managed & encouraged engagement of all athletes, allowing time to practice.				
	Observed athlete performance throughout session.				
	Implemented positive/appropriate communication strategies in group and individual situations				
	Adapted activities and/or coaching methods to cater for varying abilities and population group				
	Provided constructive feedback & corrections to the group/individuals in a positive manner				
Feedback	Conducted end of activity session de brief with the group and individuals				
	Provided athletes with feedback on what was achieved in the session.				
	Encouraged athletes to give feedback on activity				
Review	Reviewed activity delivery and analysed effectiveness against activity goals				
	Reviewed activity content and suggested improvements for future delivery.				

Additional Comments

[Remember to write areas for improvement on last page]

Practical Coaching Session 2 | Feedback

Coach:			Mentor Coach:		
Activity:			Start/Finish Time		
Performance Criteria			✓	Mentor Coach Feedback & Comments	
Preparation	Reviewed risk analysis of the venue prior to the session start and addressed any risks, as required.				
	Co-ordinated and checked equipment required to conduct the session				
	Acknowledged athletes - friendly & enthusiastic Assess athlete well-being, i.e illness, injury status				
	Communicated activity plan/goals to athletes and sought appropriate feedback/clarification.				
Knowledge	Provided clear explanations and correct demonstrations to all athletes.				
	Used equipment efficiently and safely				
	Demonstrated sufficient competence and technical understanding of topic. e.g. Swim, bike, run.				
Coaching	Quickly organized group - moved efficiently between activities - concise, specific instructions				
	Co-ordinated sequenced delivery of a series of connected skill development activities				
	Managed & encouraged engagement of all athletes, allowing time to practice.				
	Observed athlete performance throughout session.				
	Implemented positive/appropriate communication strategies in group and individual situations				
	Adapted activities and/or coaching methods to cater for varying abilities and population group				
	Provided constructive feedback & corrections to the group/individuals in a positive manner				
Feedback	Conducted end of activity session de brief with the group and individuals				
	Provided athletes with feedback on what was achieved in the session.				
	Encouraged athletes to give feedback on activity				
Review	Reviewed activity delivery and analysed effectiveness against activity goals				
	Reviewed activity content and suggested improvements for future delivery.				

Additional Comments	[Remember to write areas for improvement on last page]

Practical Coaching Session 3 | Feedback

Coach:			Mentor Coach:		
Activity:			Start/Finish Time		
Performance Criteria			✓	Mentor Coach Feedback & Comments	
Preparation	Reviewed risk analysis of the venue prior to the session start and addressed any risks, as required.				
	Co-ordinated and checked equipment required to conduct the session				
	Acknowledged athletes - friendly & enthusiastic Assess athlete well-being, i.e illness, injury status				
	Communicated activity plan/goals to athletes and sought appropriate feedback/clarification.				
Knowledge	Provided clear explanations and correct demonstrations to all athletes.				
	Used equipment efficiently and safely				
	Demonstrated sufficient competence and technical understanding of topic. e.g. Swim, bike, run.				
Coaching	Quickly organized group - moved efficiently between activities - concise, specific instructions				
	Co-ordinated sequenced delivery of a series of connected skill development activities				
	Managed & encouraged engagement of all athletes, allowing time to practice.				
	Observed athlete performance throughout session.				
	Implemented positive/appropriate communication strategies in group and individual situations				
	Adapted activities and/or coaching methods to cater for varying abilities and population group				
	Provided constructive feedback & corrections to the group/individuals in a positive manner				
Feedback	Conducted end of activity session de brief with the group and individuals				
	Provided athletes with feedback on what was achieved in the session.				
	Encouraged athletes to give feedback on activity				
Review	Reviewed activity delivery and analysed effectiveness against activity goals				
	Reviewed activity content and suggested improvements for future delivery.				

Additional Comments

[Remember to write areas for improvement on last page]

Practical Coaching | Continuous Improvement

Session 1 Areas to improve	
1.	
2.	

Session 2 Areas to improve	
1.	
2.	

Session 3 Areas to improve	
1.	
2.	

Additional Comments

Coach Development Action Plan

Next Steps	
1.	
2.	
3.	
4.	
5.	

Practical Coaching Competency

	Coach has achieved competency:	Date:	
	Coach is not yet competent	Date:	
	Further evidence required	Date:	

Coach Signature:

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Assessors Signature:

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