

TOOL 19 - GUIDELINE 7: ROUTINE

Module: ALL – EMPOWERMENT OF THE JOB COACHES Worksheet

Objectives:

Regular quality check.

To keep a well prepared in line co-leadership and delivery of the coaching methodology.

Predictability and mastery for co-leaders and participants.

Shape your own impact by being intentional and aware.

Materials required:

Printed out worksheets and needed attachments for each session.

Step by step facilitation instructions:

Set your own personal intention for yourself as a catalyst and what you want to add to the room.

Create or evaluate the stake with your co-leader (Stake = created jointly by the coaching pair. It is a shared agreement, a phrase or anchor they can rely on, both individually and together, when unexpected situations arise or things don't go as planned)

Maintain the regular check ins every break, «WWW» Where are we? Where are we going? Who needs attention?

Check in regularly on outcomes and common thread as described in the exercise description.

Expected duration

Before the group session: 30 minutes.

Throughout the group session including check – ins: 120 minutes.

Expected outcomes

Having a wanted impact as a facilitator for better learning environments.

A well-crafted stake provides a sense of relief, meaning, and mastery, while also strengthening the sense of community and shared purpose between co-leaders.

Space to reflect, evaluate progress, and adjust the course as needed.

Ensuring that the purpose behind each tool or method used has been clearly communicated and effectively received by the group.

Autism-specific adaptations

Structured instructions and predictable flow - Flexible timing and reduced cognitive load. Environmental adjustments to minimise sensory stress.

CHECKLIST

- I understand the purpose of routine:
- I have created a stake with my co-leader:
- I am checking in on the «WWW» in every break with my co-leader: