



Inspectoratul Școlar Județean
Iași



Erasmus+

**Erasmus + Project “Consortiu local pentru educație de calitate”2022
Leadership & Management, Barcelona - Spania
- perioada 8-13 mai 2023 -**

Coaching and mentoring for teachers

europass

Teacher Academy



Calendarul activităților



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Teacher
Academy

Coaching and Mentoring to Support Teachers
From the 8th to the 12th of May, Barcelona 2023



Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
09.30-14:30 Introduction to the course, the school, and the external week activities. Icebreaker activities.	09.30-14:30 Establishing rapport, building trust. Asking good questions.	09.30-14:30 Class visits, lesson observations, and observation skills.	09.30-14:30 Video class visits and lesson observations. Role plays of post-lesson discussions.	09.30-14:30 Action planning for own context. Tools of professional development.	Cultural activities
Break	Break	Break	Break	Break	
Presentations of the participants' schools.	Active listening techniques. Self-awareness, self-assessment, the Johari window.	Observation etiquette, observation focuses, and note-taking techniques.	Formative and summative feedback. The language of mentoring.	Examples and exercises: round up of acquired competences, feedback, and discussion	
Break	Break	Break	Break	Break	
Basic principles of mentoring. Learning models, attitudes to change and change management.	Role plays of professional discussions.	Dealing with feelings of success and failure. Highlighting success and laying down stepping stones.	Structure of a full mentorial (pre- and post-lesson discussion). Alternative mentoring scenarios.	Course evaluation; Awarding of the course Certificate of Attendance	

Further information about the cultural activities are available on each location webpage.

Trainer: Marina Moreno

 teacheracademy.eu

 info@teacheracademy.eu

Notes: The schedule describes likely activities but may differ significantly based on the requests of the participants, and the trainer delivering the specific session.



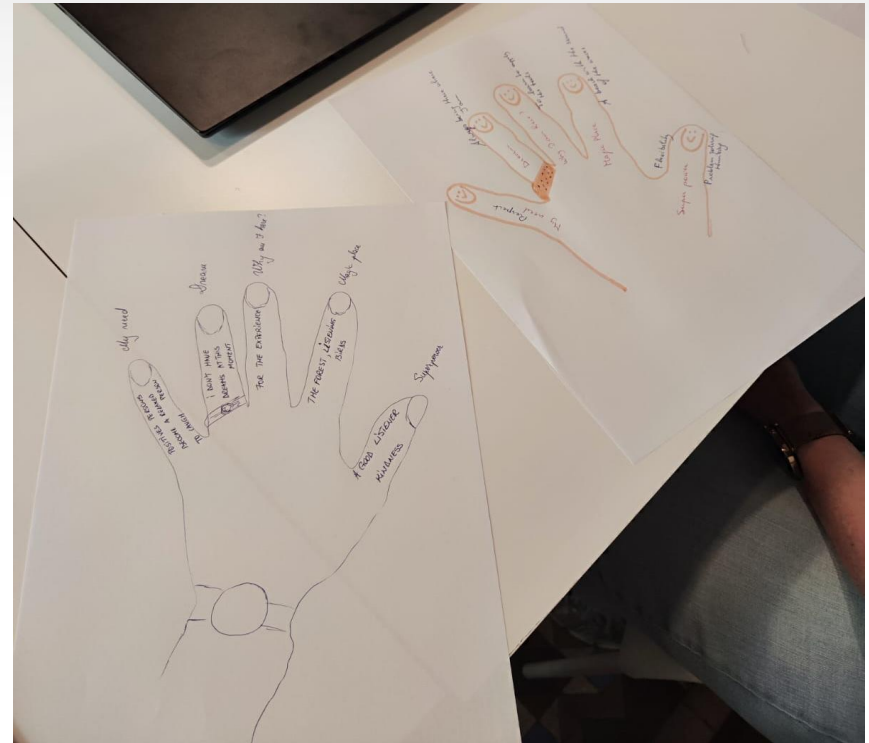
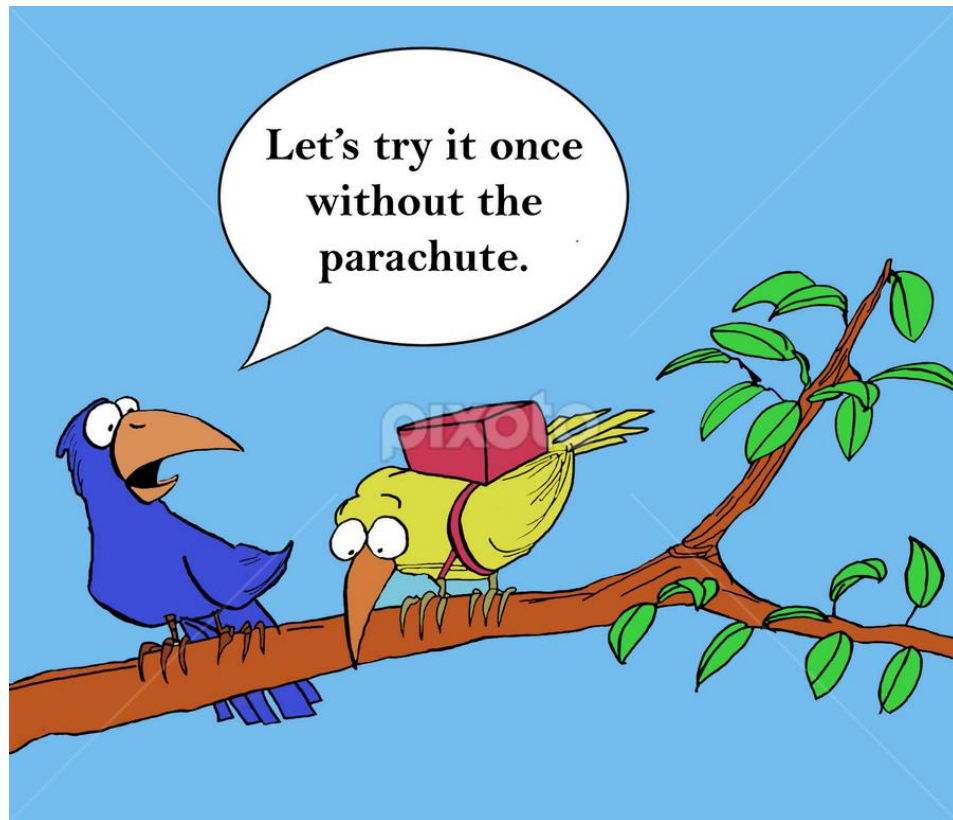
Participanți:

- Inspectoratul Școlar Județean Iași
- Școala Gimnazială Cârjoaia
- Școala Gimnazială Mircești
- Școala Gimnazială Scobinți
- Școala Profesională de Industrie Alimentară Țibana
- Reprezentanți ai unor școli din Belgia, Marea Britanie și Polonia



- ✓ Prezentarea participanților la curs;
- ✓ *Magic Hand* - Să ne cunoaștem mai bine;

Day 1



Day 2

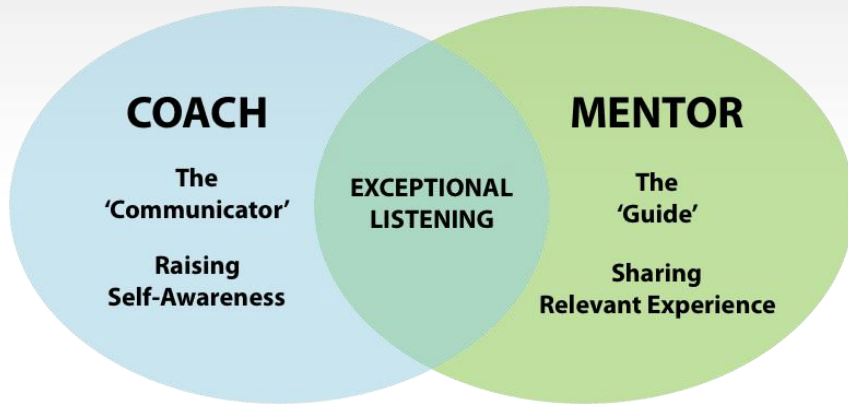
✓ Prezentarea școlilor;



-
- Teaching**
- Asks directive questions
 - Provides information
 - Seeks specific answers
 - Often highly structured
 - Based on past learning
- Mentoring**
- Answers direct questions
 - Provides information sources
 - Seeks alternate answers
 - Structured
 - Based on past experience
- Coaching**
- Asks open questions
 - Enables self discovery
 - Dispels false feelings and beliefs
 - Can be applied to any situation
 - Future focused
- Intersections:**
- Teaching & Mentoring:** Focused on skills, processes and information
 - Teaching & Coaching:** Tailored to individual's needs
 - Mentoring & Coaching:** Tailored to role's needs
 - All three:** Aim is to help



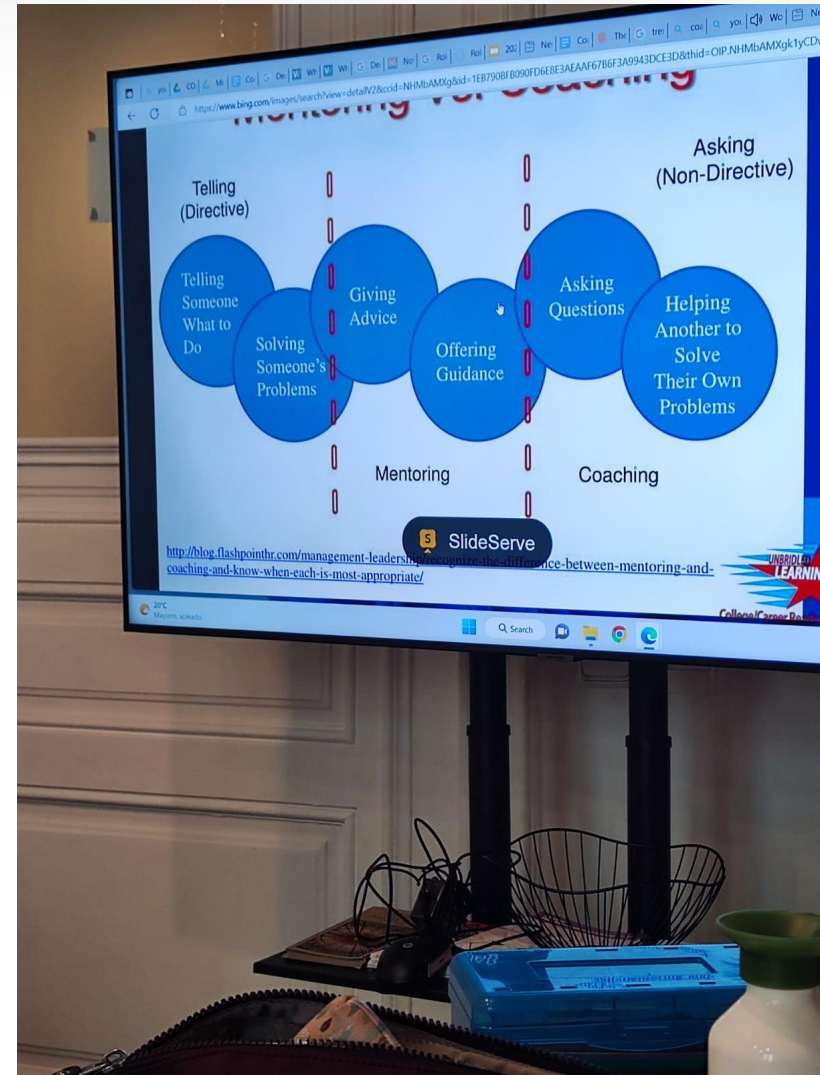
- ✓ Coaching vs mentoring;
- ✓ Obiectivele SMART.



A screenshot of the Asana website's 'Objetivos SMART' (SMART Goals) page. The page features a header with the Asana logo and navigation links. Below the header, there's a section titled 'Objetivos SMART' with a diagram of five overlapping circles labeled S, M, A, R, T. Each circle has a corresponding label below it: **Specific (Específico)**, **Measurable (Medible)**, **Achievable (Alcanzable)**, **Realistic (Realista)**, and **Time-bound (Tiempo limitado)**. To the left of the diagram, there's a list of bullet points:

- Alcanzable (Achievable)
- Realista (Realistic)
- De duración limitada (Time-bound)

 Below the diagram, there's a paragraph explaining the SMART method: 'El método SMART es un atajo para establecer objetivos claros, inteligentes y relevantes porque incluye todos los ingredientes necesarios para el éxito. A continuación, te mostramos cómo desglosar y aplicar estos criterios SMART y el significado de cada una de las condiciones:'. At the bottom right, there's a small text box that says: 'Looks like you're interested in Asana, that's great! We'll be in touch soon.'



✓ Managementul timpului;

Day 3



Focus Time
When we closely focus on tasks in a goal-oriented way, taking on challenges that make deep connections in the brain.

Play Time
When we allow ourselves to be spontaneous or creative, playfully enjoying novel experiences, which helps make new connections in the brain.

Connecting Time
When we connect with other people, ideally in person, or take time to appreciate our connection to the natural world around us, richly activating the brain's relational circuitry.

Physical Time
When we move our bodies, aerobically if possible, which strengthens the brain in many ways.

Time In
When we quietly reflect internally, focusing on sensations, images, feelings and thoughts, helping to better integrate the brain.

Down Time
When we are non-focused, without any specific goal, and let our mind wander or simply relax, which helps our brain recharge.

Sleep Time
When we give the brain the rest it needs to consolidate learning and recover from the experiences of the day.

añadir notas del ora

2022 COA

The 4Ds of Time Management

Category	Action	Example
Do	Identify what you can do now that is important and urgent. Prioritize it. Do it.	Answering a report. Meeting a deadline. Making a phone call.
Defer (Delay)	Temporarily postpone what you can't do now. Schedule it for later. Do it when you have time.	Waiting for a package. A new report from a colleague.
Delegate	Assign an important task to someone else. Make sure they have the resources and authority to do it.	Asking a colleague to help you with a project. Asking a student to help you with a task.
Delete (Drop)	Remove unnecessary tasks from your calendar and to-do list.	Canceling a meeting. Deleting a file.

Haz clic para añadir notas del orador

Matriz Eisenhower

IMPORTANT

URGENT

Important, but not urgent DECIDE WHEN YOU WILL DO IT	urgent and important DO IT IMMEDIATELY
not important, not urgent DO IT LATER	urgent, but not important DELEGATE TO SOMEBODY ELSE

EURO PASS

THE POMODORO TECHNIQUE

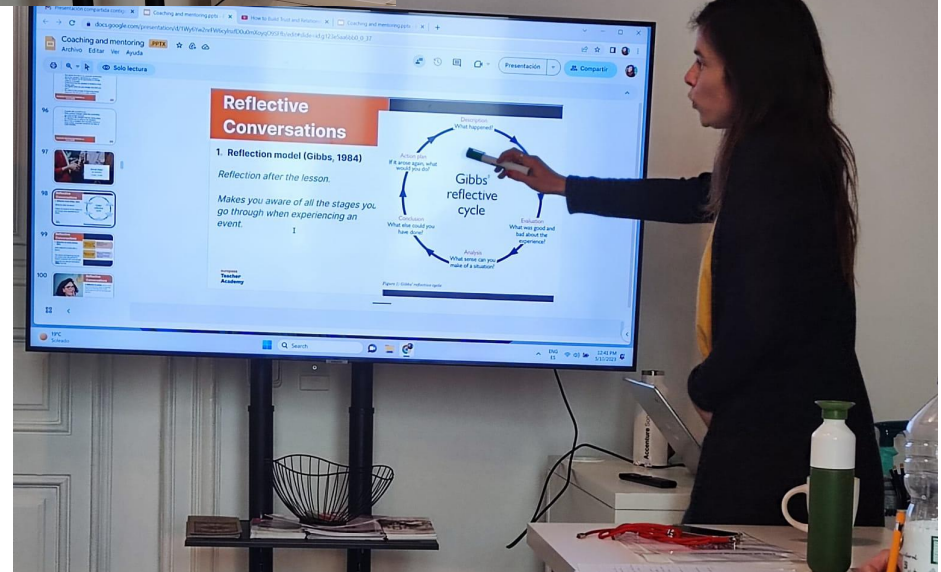
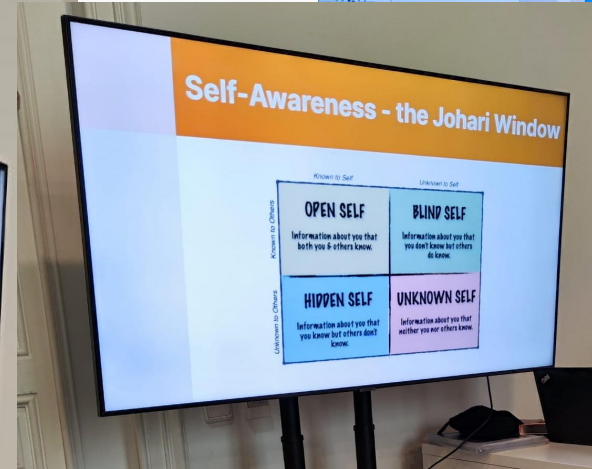
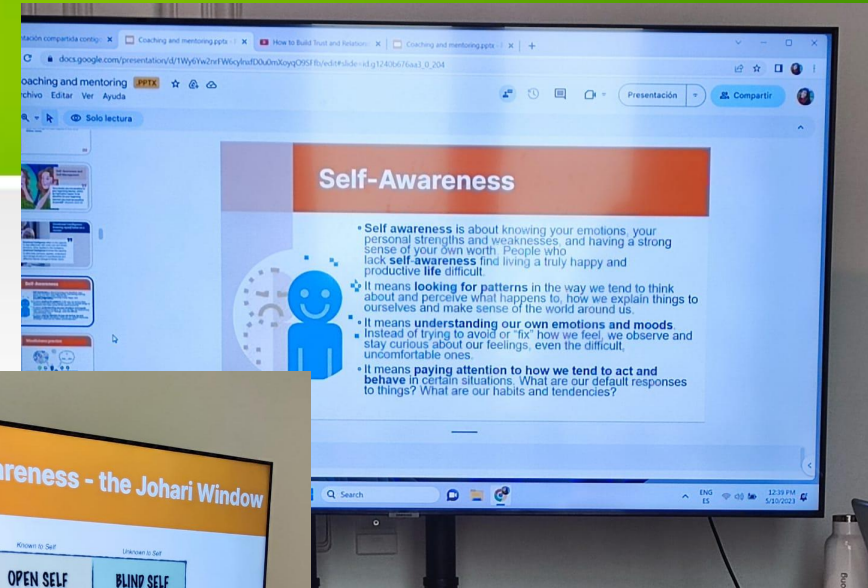
THE POMODORO TECHNIQUE®
A SIMPLE METHOD TO ENHANCE FOCUS WITH DELIBERATE BREAKS.

1. PLAN YOUR TASKS
How many pomodoros might you need?
2. DO 1 POMODORO
Time for 25 mins (breaks to 5 mins break).
Protect Your Pomodoro!
Repeat 4 pomodoros
Then take a longer break.
3. REPEAT # 4 POMODORES
Then take a longer break.

CONVISED BY FRANCESCO CIRILLO

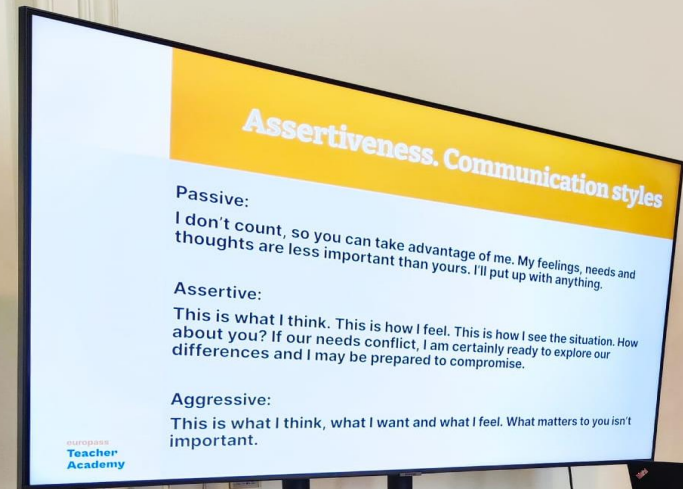
Haz clic para añadir notas del orador

- ✓ **Castellers - team work;**
- ✓ **Self-Awareness - The Johari Window;**
- ✓ **Reflective conversation.**



- ✓ The Thirds Way - 9 dots problem
- ✓ Assertive communication;
- ✓ Assertiveness;

Day 4



✓ Goal settings;



1. On a scale of 1 to 10, how motivated are you to achieve your goal?
 2. What will it take to get that motivation closer to a 10?
 3. Whatever your first step is, can you think of anything that might stop you from doing it?
 4. How committed are you to achieving this goal?
 5. How do you want to be held accountable for this goal?
 6. How will you celebrate when you've achieved your goal?
 7. What are you going to do in the next 24 hours?
 8. What will you do when you've achieved your goal?
 9. Who do you need to include in your journey to that goal?
 10. What else do you need to consider before starting?
- Way Forward**



1. What is your first step?
 2. If you had 50% more confidence, what would you be doing that would be different?
 3. If success was guaranteed, what would you do?
 4. If money was not an obstacle, what would you do?
 5. What action step is the best use of your time at this moment?
 6. If someone else came to you with your obstacle, what would you tell them?
 7. What strengths can you use to move forward?
 8. If you could do only one thing this week, what would it be?
 9. What would you do if you answered to no one?
 10. What is the most efficient use of your time in this moment?
- Reality**

S	M	A	R	T
Specific	Measurable	Attainable	Relevant	Time-Bound
Make sure your goals are focused and identify a tangible outcome. Without the specifics, your goal runs the risk of being too vague to achieve. Being more specific helps you identify what you want to achieve. You should also identify what resources you are going to leverage to achieve success.	You should have some clear definition of success. This will help you to evaluate achievement and also progress. This component often answers how much or how many and highlights how you'll know you achieved your goal.	Your goal should be challenging, but still reasonable to achieve. Reflecting on this component can reveal any potential barriers that you may need to overcome to realize success. Outline the steps you're planning to take to achieve your goal.	This is about getting real with yourself and ensuring what you're trying to achieve is worthwhile to you. Determining if this is aligned to your values and if it is a priority focus for you. This helps you answer the why.	Every goal needs a target date something that motivates you to really step up the force and discipline necessary to achieve it. This answers when it's important to set a realistic time frame to achieve your goal because you don't get discouraged.

1. What would you like to focus on today?
 2. What's important to you at the moment?
 3. What does your ideal future look like?
 4. What will you be doing in five years?
 5. What new skills do you want to learn or develop?
 6. Where is your career out of balance?
 7. What challenges are you facing at the moment?
 8. What would make you feel that this time has been well spent?
 9. What are you currently working toward?
 10. How can you word your goal in positive language?
- Goal**

✓ Importanta feedback-ului.

The importance of positive language (UAE)

The use of positive language creates:

- Identity
- Strong relationships
- Commitment
- Impact in the world

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The dark side of words

Where does your mind goes with these expressions?

- "This is a problem"
- "We saw this was going to happen"
- "There 's nothing to do about it"
- "You have done it wrong"
- "You are bad at doing this"
- "What you are saying is nonsense"
- "We pay you for doing your job"

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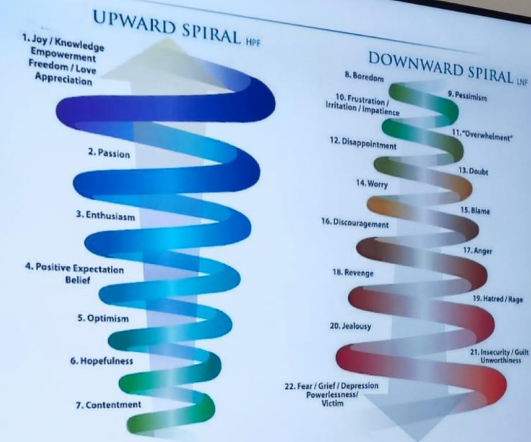
Positive language

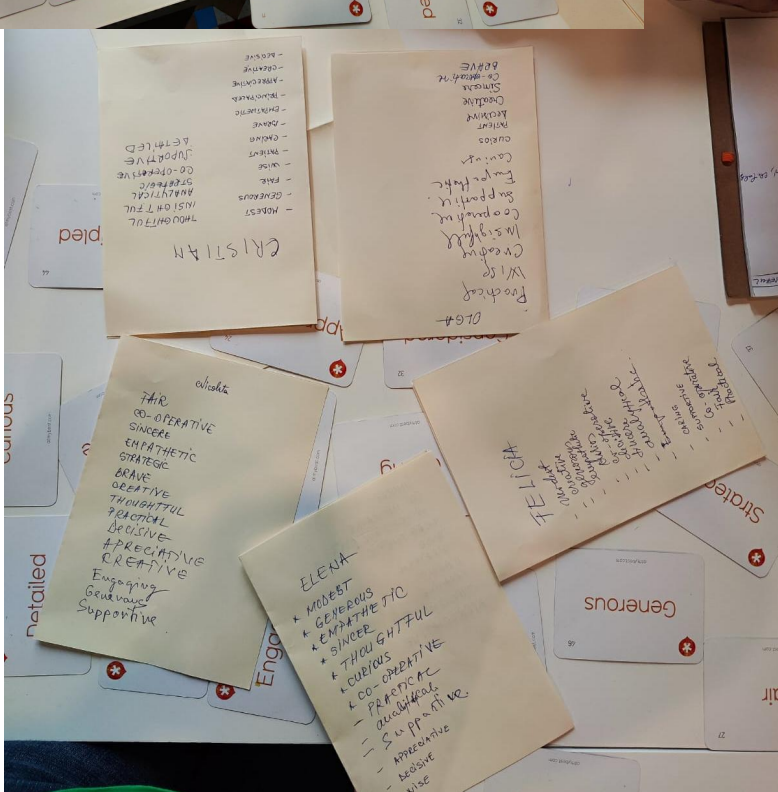
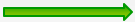
Where does your mind goes with these expressions?

- Which is the best solution?
- What options do we have?
- What can you make better?
- There is a lot we can learn
- This is a great idea, my opinion is...
- Thank you, you have made a difference.

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THE EMOTIONAL SPIRAL (SCOTT SONNON)







✓ Stress vs Burnout

Day 5

DIFFERENCES BETWEEN STRESS AND BURNOUT

Stress	Burnout
Characterized by over-engagement	Characterized by disengagement
Emotions are overactive	Emotions are blunted
Produces urgency and hyperactivity	Produces helplessness and hopelessness
Loss of energy	Loss of motivation
Leads to anxiety disorders	Leads to depression
Primary damage is physical	Primary damage is emotional

VS

FACTORS LEADING TO BURNOUT... GET READY!

- Difficult working conditions
- Overcrowded classes
- Excessive job demands
- Pressure to produce, perform and meet deadlines
- Too many roles to fill
- Lack of proper training
- Lack of recognition and feedback
- Lack of admin. support
- Lack of collegial support
- Profusion of school reform which is imposed from the top down
- Test-related pressure
- Insufficient pay
- Disruptive student behaviour
- Difficult communication in multicultural contexts
- Demanding parents

There are no prizes in heaven for SUPERHERO teachers

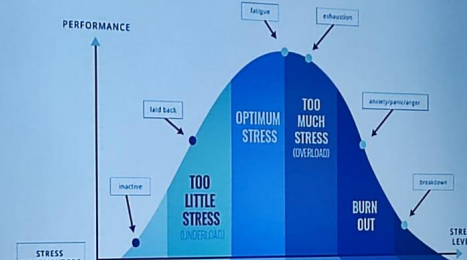
Aim for 7 hours of sleep!



GIVE YOURSELF THE SAME ADVICE YOU GIVE TO OTHERS!

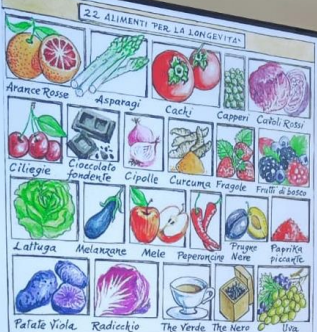
THE CHELSEA Psychology Clinic

What does your **stress curve** look like?



STRESS CONTRIBUTORS	MOOD	SLEEP	CONTROL	AWARENESS	DECISION
	Neutral mood	Cannot wake up	Unaware of important events	Not aware of things going on around	Not thinking about decisions
	Positive mood	Always sleepy	Care little about important events	Barely aware of things going on around	Rarely involved in decision making
	Low irritability	Very good sleeper	Strong control of important events	Mostly thoughtful in things going on around	Decide nearly all the time
	Occasional irritability	Irregular sleep patterns	Occasionally in control of important events	Occasionally interested in things going on around	Decide some of the time
	Often irritable	Often problems sleeping	Struggle to control important events	Constantly in things going on around	Rarely decide
	Very often irritable	Highly problematic sleeping	Struggle to control important events	Constantly in things going on around	Struggle to decide

thechelseapsychologyclinic.com



KEEP CALM AND ENJOY YOUR FOOD

GIVE YOURSELF THE SAME ADVICE YOU GIVE TO OTHERS!

- Pay attention to warning signs! All staff should know about evaluations.
- Time management strategies
- Professional development, like mentoring, conferences, workshops, seminars
- Stress management workshops
- Meditation and breathing techniques
- Peer support groups
- Supportive leadership

STRESS AND BURNOUT PREVENTION AND CARE

SS

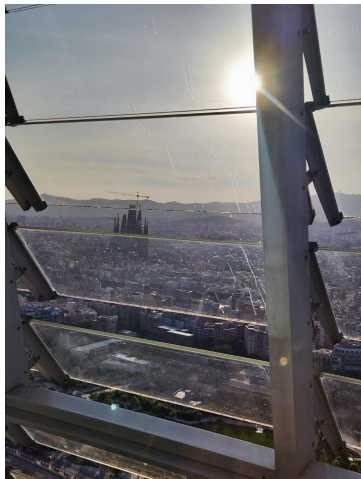
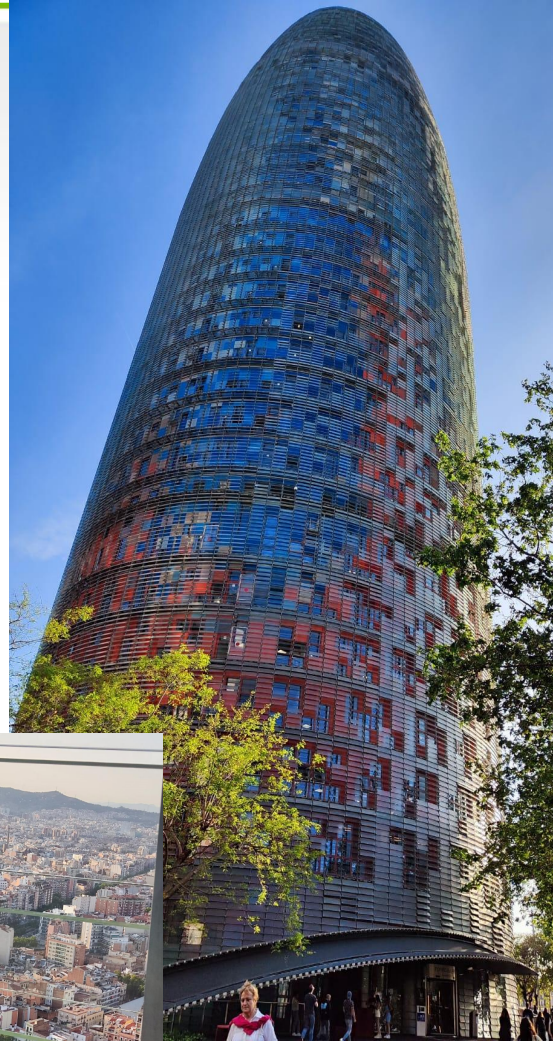
✓ Certificat de participare



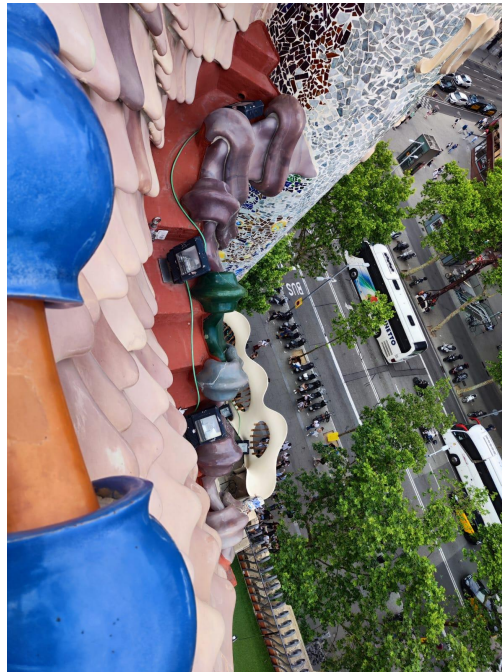
Ziua 6 - Activități culturale



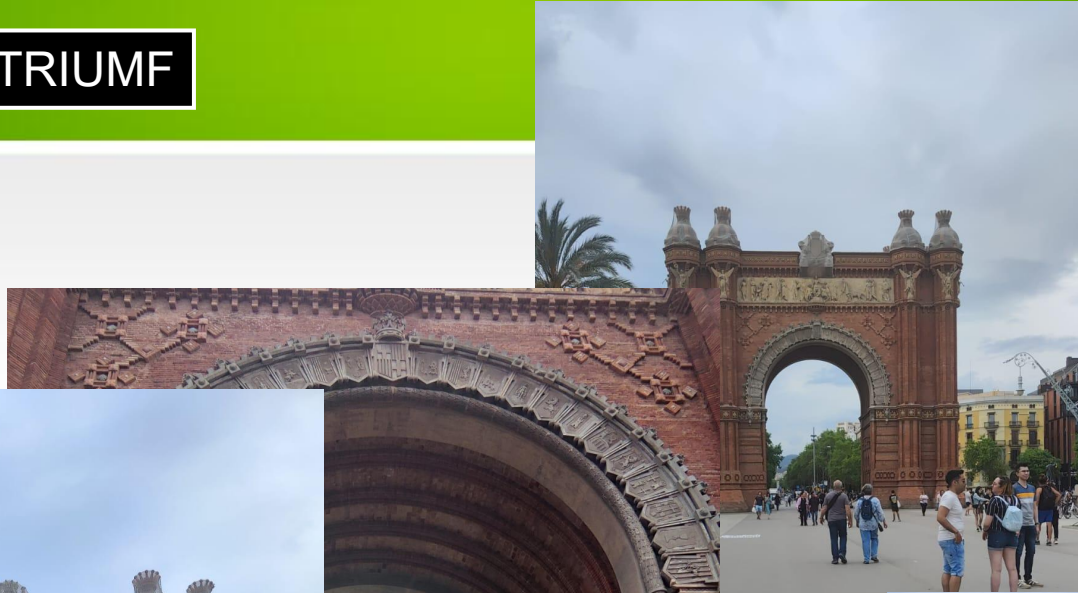
1. MIRADOR - TORRE GLORIES



2. CASA BATTLO



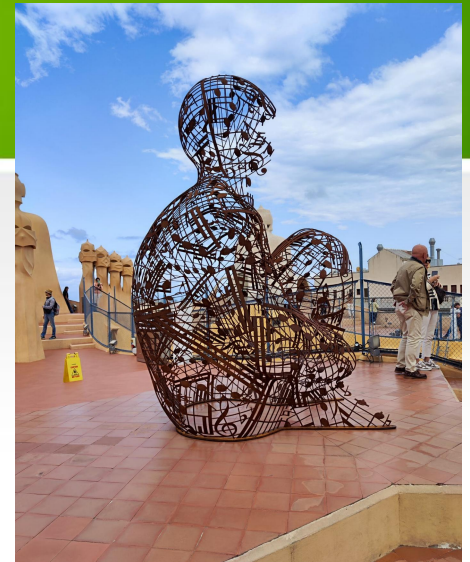
3. ARCUL DE TRIUMF



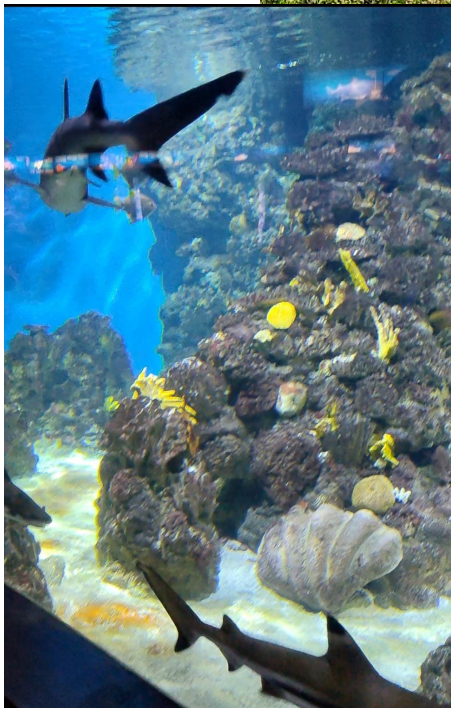
4. PARC DE LA CIUTADELLA



5. LA PEDRERA



6. PALAU DE MAR



6. SAGRADA FAMILIA



Muchas Gracias !

