

# The One-Minute Coach

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**Purpose:** to use daily situations as platforms for sharing skills mastered during your career.

## 1. Set up a teaching moment with the other person

Introduce the moment and get the other person involved by asking the question:

**“What do you think is going on here?”**

## 2. Assess their level of understanding and identify skill gaps

Target your teaching by determining what they do and don't know. Use the question:

**“What led you to that conclusion?”**

Seek evidence which supports their observations.

## 3. Share the general rules and principles you use

Instruction is remembered better and has wider application when presented as a principle applied to the current situation. Use a phrase such as

**“When something like this happens, I have found...”**

## 4. Reinforce what was right

Skills that have not become second-nature in the learner get locked-in when demonstrated correctly and recognized by the coach by saying,

**“Specifically, you did an excellent job of...”**

## 5. Correct mistakes

Mistakes left unattended get learned as acceptable behaviors and are repeated. Cultivate a safe learning environment by stating,

**“Next time, approach it this way...”**