Coaches Responsibilities

1. Attend training with team (initial – SW summer, SWIS III, and on-going Targeted Group, Individual, Classroom, SW follow-up)
2. Know the School-wide PBS process well
3. Attend team meetings
4. Have the skills necessary to effectively facilitate teams throughout the process (across the school year during team meetings and during activities in trainings)
5. A participating team member of the PBS team but not to fulfill the role of the Team Leader. It is your responsibility to assist the team through the SWPBS process.
6. Monitor team progress (implementation, use of database, communication with faculty, etc…)
7. Main contact person for the school-based team
8. Report to district coordinator
9. Attend district level meetings/trainings (when applicable)
10. Attend regional/state level meetings/trainings
11. Submit completed Coaches Reports Bi-annually

Mid-Year Report
School Profile (for each school)
School Team Update (for each school)
Team Process Survey (for each school)

End-of-Year Report
Benchmarks of Quality (for each school)
Outcome Data Form (for each school)
Staff Satisfaction Assessment (description for each school)

12. *Assist with dissemination (orientation presentations, articles for newsletters, etc…)
13. *Co-train with PBS

*Indicates that coaches are not required to participate in those activities, but opportunities will be available.