



Evaluated LF's Feedback Form

Instructions: Thank you for deciding to be evaluated by a more experienced Coach Developer. Such evaluations are important to the ongoing growth of our coaches. We want to continually improve our processes. Please take a few minutes to provide feedback to the MLF candidate on the experience you had when you were evaluated. If you filled in the electronic version of the form, save the file as **Evaluated LF's Feedback Form (your name here).pdf**.

MLF Candidate's Name: _____ Evaluated LF: _____

Sport: _____ Date: _____

Outcome: Observes and Evaluates Participants		
Criteria	Check One	Evidence
Arrangement of the Prebrief	<input type="checkbox"/>	The MLF contacted me at least 1 week before the on-site evaluation
	<input type="checkbox"/>	The MLF contacted me in the week before the on-site evaluation
	<input type="checkbox"/>	The MLF did not contact me before the on-site evaluation
Completion of the Prebrief	<input type="checkbox"/>	The MLF gave me an opportunity to outline my plan for the module I was going to deliver, asked questions to better understand the plan, reviewed the Evaluation Tool, and asked questions that led me to reflect on my plan and modify it based on the Evaluation Tool
	<input type="checkbox"/>	The MLF gave me an opportunity to outline my plan for the module I was going to deliver, reviewed the Evaluation Tool, and encouraged me to ask questions about the on-site evaluation
	<input type="checkbox"/>	The MLF did not prebrief me or did not, during the prebrief, let me explain my plan for the module I was planning to deliver, review the Evaluation Tool, or let me ask questions about the on-site evaluation
Collection and Use of Data	<input type="checkbox"/>	The MLF used the Learning Facilitator Evaluation Tool to collect data, selected the standard of performance for me to reach, and used the data gathered to give me numerous examples of my strengths and weaknesses
	<input type="checkbox"/>	The MLF used the Learning Facilitator Evaluation Tool to collect data and used the data to give me some examples of my successes and challenges
	<input type="checkbox"/>	The MLF based observations on impressions and feelings and had trouble selecting the standard of performance for me to reach
Completion of the Debrief	<input type="checkbox"/>	The MLF asked questions that 1) led me to reflect on my performance, 2) helped me determine how to identify my strengths and improve my performance, and 3) let me express my feelings, analyze the training, and synthesize new learnings from the experience
	<input type="checkbox"/>	The MLF asked questions that led me to reflect on my performance
	<input type="checkbox"/>	The MLF asked vague questions, asked questions that focus on weaknesses in my performance, or provided feedback without giving me an opportunity to discuss it

Outcome: Observes and Evaluates Participants		
Criteria	Check One	Evidence
Completion of an Action Plan		<input type="checkbox"/> The MLF worked with me to develop an Action Plan; also confirmed that I understood the purpose and value for growth and professional development of each item in the Action Plan
		<input type="checkbox"/> The MLF worked with me to develop an Action Plan for growth and professional development
		<input type="checkbox"/> No action plan was created
Recommendation about the Participant's Certification		<input type="checkbox"/> The MLF made a recommendation about my certification, based his or her recommendation on observations made during the evaluation of my performance, confirmed that I understood the recommendation, and sent the recommendation to the governing organization within 5 business days
		<input type="checkbox"/> The MLF made a recommendation about my certification and submitted the paperwork to the governing organization
		<input type="checkbox"/> The MLF made a recommendation about my certification but didn't support it with observations made during the evaluation of my performance; didn't confirm that I understood or agreed to the recommendation; didn't submit the paperwork to the governing organization

Comments: