

## Tool Kit: Basic coaching method

1. You should never be alone with a student in a private place, a home, or even riding in your car. If you need to meet with an individual student, seek to meet in a place that provides the ability for them to share personal conversation, yet you are still visible to other people. This rule applies to both opposite genders and same genders.
2. Let the student know that what they are about to share will remain confidential...unless you feel the Youth Pastor/parents need to know about it, or it's something you legally need to report.
  1. abuse to student (sexually, verbally, physically)
  2. student abusing others.
  3. student intention to harm self, or others.
3. Keep eye contact and listen.

Most of the time students don't need answers...they just need someone to listen to. Make the student feel important by turning off your cell phone and getting rid of distractions. Purpose your focus wholly on the student.
4. Remember you are not a certified counselor so you can only listen and share information of a situation that applied to you that would be relevant. If you feel a student needs to talk with a counselor, please notify the Youth Pastor immediately.
5. Re-word what the student shares to make sure you understand.
6. Encourage the student and give them hope with your words and with the Word of God.
7. Let the student know how proud of them you are for feeling like they could talk with you.
8. Pray for the student on the spot.
9. Keep a secured record of your meeting. Immediately after meeting with the student write down what happened.
  1. Where did you meet?

2. What time did you meet?
3. Did the students parents know you met?
4. Who was the student?
5. How many people saw you meeting?
6. What did the student say?
7. What was your response?
8. Do you intend on meeting again?
9. Will the information shared be kept confidential? If not whom and when did you share the information with?

10. Follow up with the student often.

11. Pray for the student continually.