

## **Audio transcript**

### **Supervisor - first audio**

Ajay emailed me before our session with a list of what he wanted to talk about.... He wanted to look at a team activity that he had been asked to lead.... I asked him to send me three process recordings, so that I was up to date with current issues in his work. He agreed to send me some session plans and other evidence he had collected as part of the piece of work.

We confirmed the agenda I asked him to think about some news about something really good that's happened in work since we last met, to act as a warm up for the session. Then we planned a brief review of the last supervision session and our supervision contract ...we agreed to spend most of the time discussing his group work activity...and then to summarise and evaluating the supervision session...and of course, to plan for the next supervision session!

*Please turn the page for the second transcript.*

## Audio transcript

### Supervisor - second audio

When we met, we spent ten minutes catching up... confirming the main elements of the supervision contract we set up at our first supervision session and using the notes from that session to recap on what we talked about.

We then moved on to the main focus of the supervision session – exploring a group-work task that Ajay had been working on as part of his course. He began by describing what he had to do.

We looked at Ajay's initial planning for the project, which he had done with his co-worker and his manager.... They had begun by identifying the need for this piece of work, and some of the issues that were involved in the project. They had established their aims and objectives for the pilot, and thought about some of the methods they might use and ways in which they could evaluate its effectiveness.

We discussed the roles and responsibilities that Ajay had taken on in the sessions that had followed, and what he had learnt from this. Ajay talked about his fears about getting involved in working with a group of people. He felt comfortable and confident working one-to-one, but had never led a structured group-work session before, and was worried about it seeming too formal. We had a useful discussion about informal learning and some differences between it and more formal education, which Ajay had been reading about as part of his study material.

He was also worried about some of the problems that might arise and how he might deal with them if he was put on the spot. He is less experienced than some of his colleagues in the group and he was a bit worried about whether he could persuade them to do what was needed.

This led to a discussion about some of the group work issues he might face in this project and ways in which he might handle them.

Ajay is really good at generating ideas and he had talked about how improvements could be made to the distribution network...this was a big issue for some of his colleagues in the group....and this led on to us talking quite a bit about the information requirements the team had as well as the theory of what a good information system should look like...

Ajay was really pleased about his colleagues' feedback at the end of the session. He felt that he had used his skills and experiences in a way that had helped them to resolve the problem. There has also been lots of discussion arising from this session, and he felt that he had made some good contributions and interventions, which left him feeling more confident.

We looked at the feedback from his co-worker who had observed the session, and discussed what he could learn from it.

I asked Ajay to identify a session where he felt he had been less effective, and what he could learn from this too. We discussed different ways that he could have handled it and how he could develop his knowledge and skills.

Throughout the supervision session, I was conscious of the importance of giving him specific feedback, as I know that this is something I find very useful in my own practice and learning.... I identified what I saw as areas of strength that Ajay had demonstrated in his practice, including his ability to pick up on the different

needs of individuals within the group. I also identified areas where I thought he needed to continue to develop – for example... finding different ways of dealing with conflict between group members, who sometimes found it difficult to cooperate. ...This led to a discussion about his reading on different stages in group development and the roles that people take on in groups. ....I encouraged him to identify areas in which he wanted to develop his practice in future group work, based on experience in this piece of work.

We spent the last ten minutes of the session evaluating how it had gone and making some plans for our next session. ... We agreed that Ajay would make a recording of this supervision session, and that he would send me a draft agenda of what he wanted to discuss, as well as some more process recordings a week before our next meeting.