



Key Components of a Parental Leave Coaching Program

Mission Statement or Purpose

What is the purpose for the program? Is it to demonstrate firm values - the advancement of women, DE&I, investment in lawyer well-being and career success? Should the purpose include business goals like retention, recruitment, remaining competitive, being a leader in the legal marketplace?

Scope

Will the program be offered only to first-time birth parents, or also include non-birth parents and second-third-fourth time parents? Is there are value statement implicit in who the program covers?

Administration

Who will be responsible for managing and administering the program? Does the firm have internal coaching resources? Will external coaching resources be used? What are the benefits and drawbacks to internal vs. external coaching?

Budget

Based on historical information or current firm demographics, what are the expected number of participants? Will projected numbers differ by office or practice area? How many sessions will be offered to participants? What are the projected internal or external coaching costs? How will the costs be allocated? Whose budget will bear the costs of the program?

Timing

Will the program be offered before leave, during leave, after leave? Will there be time limits on when a new parent can decide to engage in coaching?

Confidentiality

What will be the rules around how coaching conversations will be treated in terms confidentiality? Will there be any circumstances in which confidentiality may be waived?

Measuring Outcomes

How will success of the program be measured? Will the firm collect and examine demographics and retention statistics over time? Will exit interviews incorporate questions about the impact of parental leave and parental leave coaching? Will everyone who participates in the program be surveyed? What questions will you ask?

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Example Parental Leave Coaching Program Survey Questions

1. Did you participate in the Parental Leave Coaching Program (the “Program”) that was offered to you?
2. If you did not participate, why?
3. How many sessions did you participate in?
4. In what ways, if any, did the Program help you to prepare for your transition to leave?
5. In what ways, if any, did the Program help you during your leave?
6. In what ways, if any, did the Program help you to prepare for your return from leave?
7. In what ways, if any, did the Program help you after your return from leave?
8. What about the Program did you find most valuable?
9. What about the Program did you find least valuable?
10. Do you have any other feedback to share about the Program, including ways we could improve?
11. Would you recommend the Program to others?

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