

Welcome to coaching!

My role is to support you in clarifying and achieving your goals while supporting you in creating a balanced healthy life that YOU want to live and which is in line with your unique values, talents, and needs. For those who have never had a professional coach here is an explanation about coaching:

Coaching is a personal development process designed to enhance a person's success in achieving their goals. Coaching is a partnership. A coach guides a person through self-discovery, explores opportunities with them, helps identify values and strengths, and motivates and encourages them to follow their heart. Coaching is synthesized from the best of psychology, business, evolution, philosophy, spirituality, and finance for the benefit of the client.

Coaching works because of three unique features:

Synergy: Client and coach become a team, focusing on the client's goals and needs to accomplish more than the client would alone.

Structure: With a coach, a client takes more decisive action, thinks bigger, gets the job done, and fully uses their natural strengths. The coach's job is to hold the client accountable when needed.

Expertise: The coach knows how to help leaders make better-informed decisions; set and achieve goals and get new perspectives on challenges and problems.

Coaching works best when you have clear goals that are based on your needs and values. If you're not sure what your goals should be, we can discuss them during our first call. I want you to benefit greatly from the time we have together and also during the time in between our calls. You may already have a list and if so that is great. Having an agenda helps you get what you want from our meetings.

You may want to have a written list of things for you to share and discuss. On this list, you might include things like:

- · Success and wins that you've had
- Problems you faced and how you handled them
- Advice you want about a situation
- · What you're currently working on and how it's going
- New skills you want to develop
- Insights, "aha's," and new awareness
- Strategies you wish to develop

As we move forward there will be different processes I will ask you to do. It is important that you are willing to experiment with fresh approaches and be open to redesigning and rethinking different parts of your daily routine. This will help you more easily reach your goals and live an integrated and fulfilled life. Please be open and willing to:

- · Examine the assumptions and decisions you've made
- Experiment and try new things
- Change your behavior if needed
- Start telling what's really true, regardless of the consequences
- Redesign how you spend your time
- Get the support you need to handle a problem
- · Set goals that are much bigger than before
- Raise your personal standards to be very, very high

I look forward to working with you; your sessions are completely confidential, so please feel free to be honest and candid with your expectations and needs. I am committed to your success; I appreciate, respect, and value your honesty.

With this letter is the Client Agreement form. Please sign it and return to me by email.

I look forward to our journey together.

Warm wishes, Coach Q