



NORTH STAR GRIT
SUPPORTING EDUCATION

COACHING SERVICES AGREEMENT



The aim of coaching relationship is to have the client shift the way they see fit and therefore pivot in their personal and/or professional spaces accordingly. As a Professional-Client relationship, coaching is designed to facilitate the creation/development of personal, professional goals and develop a plan to achieving those marks.

Desired outcomes vary from coachee-to-coachee, given their own goals & concerns.

OVERVIEW

The Objective



Possible outcomes include a better understanding of your impact on others and the results you are trying to attain; better relationships with others; more effective coordination of action; practices and strategies for being a more effective leader; greater well-being and personal satisfaction, just to name a few.

The Coaching Relationship



The coaching relationship between the coach and the coachee is founded upon trust with a central focus of wellbeing for the coachee. The coach will hold the sessions as confidential and will not reveal any aspect of the coaching relationship to any outside party without the express written permission of the coachee.

Experience highlights that any new learning can be uncomfortable. Entering into a coaching relationship requires the willingness to leave familiar shores and venture into uncharted waters. The coach will support and guide you through this process, but the process and the results belong to you!

The Commitment

 *By signing this Agreement and entering the coaching relationship, you agree to engage in and sustain a successful coaching relationship, therefore, I agree to:*

- ★ **Declare that my learning is a top priority during this coaching relationship.**
- ★ **Give permission to my coach to coach me.**
- ★ **Approach my learning and growth with the wonder and awe of a ‘beginner.’**
- ★ **I agree to share all relevant information with my coach.**
- ★ **Be responsible for my own learning and growth.**
- ★ **Make specific requests when my needs are not being met in the coaching relationship.**
- ★ **Be responsible for my actions and inactions.**
- ★ **Contact my coach in a timely manner to set up a coaching session.**
- ★ **Trust that my coach has my wellbeing as their sole concern.**
- ★ **Share with my coach any concerns/discomfort that I have about the coaching relationship, specific interactions between me and my coach, and my general experience of coaching.**

COACHING PROPOSAL

 *By signing this Agreement and coaching relationship, you can expect me to:*

- ★ **Abide by and uphold the ethical guidelines of the coaching profession as defined by the International Coach Federation, including keeping all our conversations confidential.**
- ★ **Notify you as soon as possible of any changes to my schedule.**
- ★ **Wait at least (10) minutes for you to arrive for the coaching conversation before cancelling our session.**
- ★ **Respond to your agenda, goals and needs for the relationship rather than imposing a direction or personal agenda.**
- ★ **Allow you to cancel our coaching relationships at any time if you assess it is not a valuable use of your time and pay only for the services used to date.**

TERMS & CONDITIONS

Coach-Coachee Relationship

- a) Coachee understands that 'executive coaching' is a Professional-Client relationship that is designed to facilitate the creation/development of personal, professional or business goals and to develop and carry out a strategy/plan for achieving those goals.
- b) Coachee understands and agrees that executive coaching is not therapy, psychological counseling, or social work, even though the coaching work may address personal issues or life conditions that impact on personal and professional effectiveness. Coachee further understands and agrees that coaching conversations do not constitute legal, financial or business advice. In the event Coachee desires any of these services, it is the Coachee's responsibility to seek a licensed professional other than a Coach.
- c) Coachee understands and agrees to be fully responsible for their own physical, mental, emotional and social well-being during coaching, including their own choices and decisions. Coachee is aware that they may choose to discontinue coaching at any time.
- d) Confidentiality: Coaching is a confidential engagement. All coachee information will be held in strict confidentiality. According to the ethics of our profession, topics may include anonymously and hypothetically shared with other coaching professional for training, supervision, mentoring, evaluation, and for coach professional development and/or consultation purposes. Coach reserves the right to disclose information if required by law, or if Coach suspects illegal activity or risk of harm to Coachee or others. Coachee understands and agrees to above.
- e) Coachee agrees to hold Coach harmless and keep them exonerated from any liability occasioned or claimed in connection with the coaching provided under this Agreement.

Services

- a) The parties agree to engage in nine (9) sessions of coaching through video conference. (In-person sessions may also be an option), additional sessions can be added at the pre-session rate.

Schedule and Fees

- a) This coaching agreement is valid as per signature below. The fee is \$150/session, sessions shall be fifty-five (55) minutes. Payment can be made after each session, preferred payment method is Venmo (@jameslinton12), credit card (invoice to be provided) or check (2375 Bevin Ct. Commerce Township, MI 48382).

Cancellation Policy

- a) Coachee agrees that it is the Coachee's responsibility to notify the Coach twenty-four (24) hours in advance of the scheduled calls/meetings. Coach will invoice Coachee for any missed session.

Termination

- a) Either the Coachee or the Coach may terminate this Agreement at any time. Coachee agrees to compensate Coach for all coaching sessions rendered through and including the effective date of the coaching relationship.

Limited Liability

- a) Except expressly provided in this Agreement, the Coach makes no guarantees, representations or warranties of any kind or nature, express or implied with respect to the coaching services negotiated, agreed upon or rendered. In no event shall the Coach be liable to the Coachee for any indirect, consequential or special damages. Notwithstanding any damages that the Coachee may incur, the Coach's entire liability under this Agreement, and the Coachee's exclusive remedy, shall be limited to the amount actually paid by the Coachee to the Coach under this Agreement for all coaching services rendered through and including the termination date.

SIGNATURES

Coachee Signature: _____

Coach Signature: _____

Date: _____

Date: _____