Coaching Agreement

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*Welcome*

I want to welcome you as you explore, expand; evolve into you…to create a life of purpose and possibility… to inspire you to reach your full potential. ​

My credentials include Doctor of Applied Sports Psychology, advanced degrees in education and a certification by the American Council on Exercise in Personal Training and as a Behavior Change Specialist. My fitness certifications include program design for seniors, prenatal and postnatal, post rehab and cancer recovery. ​I am certified by the International Coach Federation and Coachville, LLC as an Associate Certified Coach.

As a positive performance coach and sports psychologist, I will challenge you to identify unconscious patterns of resistance, and expand your possibilities by moving you out of your comfort zone.

*My Method*

My coaching method is "Explore, Expand, and Evolve into YOU!"

I coach people who want to explore their options, expand their awareness, and evolve into their authentic selves.

I specialize in optimizing your performance at home or work to stand up, speak out and take control for lasting behavior change.

​I look forward in being your coach by helping you co- create the life you desire by peeling away layers, uncovering, and discovering the real you…turning impossible to possible! And, in the process, have some FUN!

***Our Agreement***

This agreement is made between \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (“Coach”) and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (“Client”) on this \_\_\_\_ day of \_\_\_\_, 20\_\_. Both parties agree to the following:

Coaching is a collaborative process with an ongoing relationship between the Client and Coach.

* The coaching experience supports the Client in establishing new behaviors.
* The coaching relationship is strengths-based, forward-looking, and collaborative.
* The coaching agenda is developed and implemented in partnership between the Client and Coach.
* The role of the Coach is to help the Client progress toward achieving a goal.
* The Client and Coach agree to engage fully in the coaching experience.
* The Client recognizes that coaching is not therapy, counseling, or consulting.

***The Nature of the Relationship***

Our coaching relationship is not to be considered psychological counseling or any type of therapy. While I have a doctorate in Sports Psychology and may use some psychological "tools" to help you discover YOU and what you truly desire, these sessions are not to replace sessions with a therapist. For group coaching, much of what happens in a group are members helping each other through their own expertise and experience.

***The Most Important Thing***

Be ready to explore, expand, and evolve into YOU on your own terms. I promise to support you, cheer you on, and challenge you in every way that I know.

*Before we begin, here are a few rules that honor the professional nature of our relationship:*

***Confidentiality***

* The Coach agrees to keep all conversations and information with the Client private and confidential, as allowable by law.
* No personal information will be shared with anyone without the Client’s express permission.
* Exceptions may be made if there is an imminent threat of serious injury to oneself or someone else.

***Coaching Commitment***

By entering into this relationship, the Client and Coach acknowledge that behavioral change often takes time to implement and sustain. The pace of change is uncertain and varies amongst individuals. As such, the Client and Coach agree to a minimum of a 3-month relationship.

***Coaching Session Procedures***

Coaching sessions may occur in person, by phone, through video conference, or over email, depending on the venue that works best for the Client and what coaching package is selected.

The Coach and Client agree to adhere to established appointment times.

The Coach and Client agree to begin and finish all appointments on time.

If the Client is more than 15 minutes late to an appointment, the Coach will assume that the appointment is canceled and the Client will be responsible for the full coaching fee. If the Coach is more than 15 minutes late to an appointment, the Client may assume that the session is canceled and the Client shall not be responsible for any payment for that session.

The Client agrees to cancel or reschedule an appointment at least 24 hours in advance, without a change fee. Any changes or cancellations within 24 hours are subject to a 50% cancellation fee.

***Coaching Fees***

1. Specific coaching fees and packages are outlined in Schedule 1. For each of these packages, the Coach requests a 3-month commitment from the Client. If the Client desires to terminate the relationship prior to 3 months, at least 30 days advance notice is required for a full refund of remaining sessions.

Fees are payable at the first of the month, and prior to the coaching services being provided each month.

Payments may be made by cash, check, credit card, or electronic funds transfer (EFT).

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_ Client Date

Client Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_ Coach Date

Coach Signature

***Schedule 1: Coaching Fees***

**One on One Coaching**

**Minimum Investment:** 3- month coaching package (6) 1 on 1 coaching sessions per month-45-60 minutes/session

Package includes full intake, initial assessment, goal setting, wellness resources & support. Plus 3 email check-ins per month. Coach will reply within 48 hours. Homework will be dispensed by coach & client expected to complete prior to next session.

You have the option to do 2 *check* *in* *calls* per month in between our coaching session. These calls will be 5-10 minutes. Again, if you want to speak with me, email me first for a mutually convenient time. Once scheduled, please call me. Remember, these are check-in calls; these calls may be celebrations or questions about recurring activities.

Email: I am available by email for questioning and "sharing": news, insights, challenges, and accomplishments. I will typically respond to these communications within 24 hours, though if my travel schedule has me out of the office for an extended period, it may be a few days longer. Total fee for 3 months: $750

**Long-Term Investment:** 6- month coaching package (12) 1 on 1 coaching sessions per month-45-60 minutes/session.

Package includes full intake, initial assessment, goal setting, wellness resources & support. Plus 3 email check-ins per month. Coach will reply within 48 hours. Homework will be dispensed by coach & client expected to complete prior to next session

You have the option to do 2 check in calls per month in between our coaching session. These calls will be 5-10 minutes. Again, if you want to speak with me, email me first for a mutually convenient time. Once scheduled, please call me. Remember, these are check-in calls; these calls may be celebrations or questions about recurring activities.

Email: I am available by email for questioning and "sharing": news, insights, challenges, and accomplishments. I will typically respond to these communications within 24 hours, though if my travel schedule has me out of the office for an extended period, it may be a few days longer. Total fee for 6 months: $1320

***Group Coaching***

**Group dynamics (for group coaching calls only) are really important. Members depend on each other to evolve. It is important that you rearrange your schedule to make this a worthwhile commitment to yourself and members of the group. Some workshops will be taped so if you do miss a call/webinar, you will be able to listen at your convenience.**

**Minimum Investment:** 3-month coaching package (6) GROUP coaching sessions per month-45-60 session. Package includes full intake, initial assessment, goal setting, wellness resources & support. Homework will be dispensed by coach & client expected to complete prior to next session.

You have the option to do 2 check in calls per month in between our coaching session. These calls will be 5-10 minutes. Again, if you want to speak with me, email me first for a mutually convenient time. Once scheduled, please call me. Remember, these are check-in calls; these calls may be celebrations or questions about recurring activities.

Email: I am available by email for questioning and "sharing": news, insights, challenges, and accomplishments. I will typically respond to these communications within 24 hours, though if my travel schedule has me out of the office for an extended period, it may be a few days longer.

*Minimum* *per group is 12 clients*. $297 per month or a total of $1782

**Note: All fees are payable in FULL prior to the start date.**

***Schedule 2: Intake Form***

The questions in this form are designed to bring to the surface a description or picture of the current state of your life, your perspective and vision. This is an opportunity to begin framing your future and what you would like to have happen for yourself. This information is helpful for me to understand who you are, and how I can best support you, your goals and what you want to achieve in your life. Answer as much as you can. If there is a question you choose not to answer, that is OK.

Please email, fax or scan this completed form at least 5 days before our first session.

1. Contact Data & General:

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Age: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. What are you expecting from coaching?

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3. What are your primary stressors? (What stresses you out?)

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4. What brings you joy?

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5. How much of the work are you going to be willing to do during & after our sessions?

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