



Men of Vision Colorado Welcome Letter:

Welcome!

Coaching is a great way to develop yourself as a person, work at change or live a more focused life. I am looking forward to working together to help you cultivate a life of greatness!

One of the things I most enjoy about coaching, it's not about fixing people. Instead, a coach functions as a partner and advocate, helping you live out your own values and dreams for life. You will be the one setting the agenda for our relationship and taking responsibility for making the changes. I will focus our conversations, helping you go deeper, reach higher, and explore the strategies and support structures you need to succeed. And, together we will create a customized, systematic plan and walk it out to make your goal a reality.

Here is how we will start. Since effective coaching is based on relationships, I would like to begin with a 60 minute session; so, we can have time to get to know one another. I want to hear your life story and tell you mine, to build trust and a context for understanding each other. Then we will finalize the goal you want to work on, clarify expectations by filling out a coaching agreement, and create a plan of action you can start immediately.

I have included several exercises for you to complete before our first appointment so we can hit the ground running. The first objective is for you to clearly identify what you like to work on. You might choose:

- A habit or skill you want to develop.
- A dream or goal you like to pursue in a focused way.
- Discovering or understanding your gifts, dream, life calling
- A practical change you want to make to your life.

You make contact via email, my email address is info.movincco@gmail.com. I'm looking forward to a great, transforming relationship.

“Success is in your hands.”

Coach D-Rob



Coaching Agreement:

Client

I am excited about working together on this growth goal:

Will diligently complete the action steps we agree on, and be on time for our settings so we will make the most of our time together. I will consistently take the initiative with you in this relationship, I am responsible for my life, and I will make and follow through with my choices about what actions to take and what we work on together.

I will be a trustworthy partner, honest and open with you about what is going on in my life, and handling what you share with me with respect and discretion.

Coach

I am excited about coaching you in this area. I covenant with you to be on time and well prepared so we can make the most of our time together. I will be a trustworthy partner, honest and open with you about what is going on in my life, handling what you share with me with respect and discretion. I am committed to believing in you, supporting you in your change goals and helping you live out your destiny.

Meeting Expectations

1. Meeting Frequency:

We will meet _____ times per month for _____ minutes each session.

2. Commitment:

We are committing to work together in a coaching relationship until _____

3. We will take time to review how our relationship is going and make needed adjustments every 2 months.

4. Action Steps

Our appointments may be canceled if the agreed on action steps have not been completed.

5. Schedule

We will respect each other's schedules by making every effort to hold rescheduling and cancellations to a minimum.

6. Initiative

If I can not make a meeting or meet expectations, I will take initiative to let you know and reschedule with as much notice as possible (24 hours minimum).

I agree to maintain these expectations in our coaching relationship.

Coach Dwayne Roberts

Client Print Name

Client Signature



How to Prepare for a Coaching Session

Please use this checklist to prepare for our call each
[WEEK]

One [WEEK] Prior

Block out time on your calendar to complete the necessary work
Write out your task list

Daily

Work on your task list
Make notes about your struggles
Keep a list of questions for our next call

One Day Prior

Complete and return your Pre-Call form
Review your struggles and questions list
Verify the time/day of your appointment

Immediately after

Review your notes from the call
Expand on your plan (if necessary)



How to Hold Me Accountable

How do you want to be held accountable?

One of the most challenging aspects of coaching is knowing what to do when the person I'm working with is not completing the work we've agreed upon.

Since everyone's motivations are different, I'd like you to tell me how I should respond in these situations:

If you are not prepared for a scheduled meeting (first time), would you like me to:

- Immediately request to reschedule
- Spend a brief time discussing why you were unprepared and move forward in efforts to make the best effort of time.

If you are not prepared for a scheduled meeting (repeated offense), would you like me to:

- Immediately request to reschedule
- Pause our coaching relationship while you re-prioritize your tasks
- Suggest a time-management coaching session to help you

If you do not complete the work required to move forward toward your goals (first time), would you like me to:

- Help you explore potential roadblocks and solutions
- Revise our plan to include smaller sub-goals



If you do not complete the work required to move forward toward your goals (repeated offense), would you like me to:

- Revise our plan to include smaller sub-goals
- Impose a monetary fine
- Pause our coaching relationship while you re-prioritize your tasks

If, after 3 coaching Sessions, if you have not achieved the goals we outlined at the beginning of our relationship, would you like me to:

- Suggest a different coach who you might work better with
- End our coaching relationship
- Revisit our initial agreement and revise accordingly

Client

Date