



## *Coaching Agreement Form*

### **Welcome!**

I am delighted to be your Coach and look forward to coaching you toward your goals. Accordingly, I want provide a framework for our relationship, and familiarize you with some policies and procedures. Please, if you have any questions regarding these, we can freely discuss them further.

### **A Meaningful Conversation**

What would it take for you to live a life that is clear, intentional, focused?  
What advantage would you need to move from where you are at, to that intentional life?  
What if all it took was a good conversation?

Picture having someone who listens not only to the words that you are saying, but also for the heart and soul of what you want to express. Picture your listener focusing on finding what energizes you, on what gives you power to move forward. Picture leaving the conversation with new perspectives and ideas that transport you to where you want to be.

A conversation like this is Coaching.

Coaching is the process of helping people find clarity, discover their direction, and move forward in action. Coaching is not about me. It is about you. It is not about me having answers for you. It is about helping you find answers. Coaching is not about history. I don't need to know details of the past for you to make steps forward. Coaching is not about why - that is often a justification of where you are. Coaching is about how. It is exploring how you are going to end up somewhere better. Helping people recapture life, plan, accomplish, find satisfaction - even meaning; this is my joy in Coaching, and I look forward to being your coach.

### **The Power of the Coaching Relationship**

Every coach has his/her own unique style of coaching. I use the co-active model of coaching which means that the coach and client are active collaborators. In co-active coaching, both the coach and the client bring energy and power to the coaching relationship. This relationship is a powerful alliance created by two equals for the purpose of meeting your agenda.

### **Four foundational cornerstones of co-active coaching are:**

1. My clients are naturally creative, resourceful and hold answers!

You have the answers or can find the answers. From my point of view, nothing is wrong or broken and there is nothing to "fix." I ask questions that create the channel for self-discovery.

2. I address my client's whole life.

The choices you make during the day, no matter how trivial they seem, contribute to creating a life that is more (or less) fulfilling or effective. For instance, your professional decisions impact your personal life, and your personal decisions impact your professional life.

3. The agenda comes from the client.

The coaching relationship is entirely focused on getting the results you want, the agenda comes from you, the client, not me, the coach. My role is to make sure the agenda doesn't get lost, and to make sure you are always steering toward a life of fulfillment and balance.

4. The relationship is a designed partnership.

In co-active coaching, the power is granted to the coaching relationship – not to the coach. You and I work together to design a partnership that meets your needs and fits your working and learning styles. This process of designing the partnership is the responsibility of both the coach and the client. It is vital for the success of coaching.

Coaching may address your work, specific personal projects, life balance, career successes, or general conditions in your life or profession.

Throughout our coaching relationship, the conversations will continue to be direct and personal. You can count on me to be honest, straightforward, to ask clarifying questions, and make empowering requests. The purpose of our interaction is to hold your focus on your desired outcome and to coach you to stay clear, and in action. Please understand that the power of the coaching relationship can only be granted by you. I invite you to use this relationship to find clarity, discover your potential, and to powerfully achieve action.

### **Coaching Agreement**

Coaching is an ongoing relationship between a coach and a person who desires/wants coaching. We agree that:

Coaching is not therapy, counseling, advice-giving, mental health care, or treatment for substance abuse. The coach is not functioning as a licensed mental health professional, and coaching is not intended as a replacement for counseling, psychiatric interventions, treatment for mental illness, recovery from past abuse, professional medical advice, financial assistance, legal counsel, or other professional services.

Coaching is for people who are basically well-adjusted, emotionally healthy, functioning effectively, and want to make changes in their lives or grow in new directions.

Coaching is designed to address issues the person being coached would like to consider. These could include (but not limited to) career development, relationship enhancement, spiritual growth, lifestyle management, life balance, decision making, and achieving short-term or long-term goals.

Coaching will be an ongoing relationship that may take a number of months, although either party can terminate the relationship at any time.

Coaching can involve brainstorming, values clarification, the completion of written assignments, education, goal setting, identifying plans of action, accountability, making requests, agreements to change behavior, examining lifestyles, and questioning.

Coaching is most effective when both parties are honest and straightforward in their communications.

If the coaching is to involve payment for services, prior to its beginning, both parties will agree to a fee, form of payment, procedures for cancelled appointments, and initial length of commitment.

Coaching is a confidential relationship and the coach agrees to keep all information strictly confidential, except in those situations where such confidentiality would violate the law.

Coaching assumes that each person in the relationship is guided by his or her values and beliefs. The coach does not seek to impose his or her values on another, judge, or refuse coaching services to people who do not share similar values and beliefs.

## **COMMITMENT**

You are engaging me as your coach because you want to make some forward movement in your job and/or life. I believe that coaching can help you make significant changes. These changes will sometimes happen quickly and sometimes not. Life itself and the changes you want to make are a journey and process. Because change happens over time, I am requesting a minimum six session commitment to the coaching process. This allows time for the coaching relationship to develop and be powerful. As your coach, you have my 100% commitment to you - your agenda, your potential, and your action.

If, during our time together, there occurs any reason to change our agreement, my request is that we design a time period during which we will look at the issue(s) and create a mutual resolution that honors you as the client, me as the coach, and our coaching relationship. At times in our coaching relationship, I will ask you to evaluate our effectiveness, and how we can improve. Please communicate as honestly as possible; my goal is to be as effective for you as possible. When it's time to end the coaching relationship, I request a one session notice, so we can take some time to conclude our relationship.

## **CALLING PROCEDURE**

Coaching can be done in person, by phone (402-380-8606), or by teleconference (e.g. Skype, [cmartin@gmail.com](mailto:cmartin@gmail.com)). There are advantages to each, and I can accommodate your preference.

## **SCHEDULING**

Coaching calls are scheduled in advance, usually through my scheduling tool at <https://BarefootCoryCoaching.as.me/>. To respect each of us and our time, I will wrap things up as we approach end of the agreed time. If I need to reschedule a call, I will make every effort to abide by the same courtesy I ask of you in making changes.

## **CHANGES**

Rescheduling an appointment is easy with advanced 24-hour notice. If you have an emergency, we'll work around it. Missing an appointment without notice is considered a paid appointment.

## **FEE**

The fee, if applicable, will be agreed upon prior to beginning a coaching relationship. My current rate is \$40 per hour (\$20 for a half-hour call). Payment can be made through my scheduling page or by mail. Bartering is acceptable.

## **CONFIDENTIALITY**

All information discussed and/or shared during coaching sessions will be kept strictly confidential (unless required by law). Your willingness to be honest will be treated with ultimate respect.

## **COACHING RELATIONSHIP**

The service I provide to you is coaching, designed jointly with you. Coaching is not advice, therapy, or counseling. Coaching may address your work, specific personal projects, life balance, career successes, or general conditions in your life or profession.

When you see the coaching is not working as desired, or if I ever say or do something that upsets you or doesn't feel right, please bring it to my attention on the call. I will do what is necessary to help us keep moving forward.

## **E-MAIL & PHONE**

Communications, celebrating victories, and more can be handled through e-mail. Use it frequently to stay in touch; [cmartin8606@gmail.com](mailto:cmartin8606@gmail.com). If a quick phone call is needed to communicate with me, you can call or text my cell phone, 402-380-8606 but there is no guarantee that I will be available to talk.

As Coach and Client, we agree to the terms laid out in the Welcome Packet, specifically those in the Coaching Agreement and Coaching Policy and Procedures sections. Throughout the working relationship, the coach will engage in direct and personal conversations, listening for the heart and soul of what the client wants to express. The client understands that the power of the coaching relationship can only be granted by the client, and the client agrees to do just that: have the coaching relationship be powerful.

Our signatures on this agreement indicate full understanding of, and agreement with, the information outlined above.

---

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