

## Coaching Agreement (Scholarship)



**Introduction.** I'm looking forward to coaching you during this season of your life! If you're wondering, coaching is simply a series of conversations where we help you launch into a greater vision for your life. To get this exciting adventure started, here are a few guidelines we need to establish to ensure that our working relationship is as productive as possible. If you have any questions, please call me.

**Trust.** Our relationship needs to be built on genuine respect and integrity with one another. We also seek to speak with acceptance, openness & in a straightforward manner. Therefore, if at any time you are dissatisfied with something, please bring it up! I will work with you to resolve any difficulties.

**Confidentiality.** Although we may publicize that we are in a coaching relationship, confidentiality will be upheld by both of us on the specific details that are shared unless there is a threat on someone (ourselves, another, etc.).

**Motivation.** It is imperative that you apply yourself if coaching is to be successful. That means you need to be excited, ready to act, take responsibility for the areas listed below and willing to be held accountable for the work you've agreed to. Again, this is critical.

**Preparation.** Our work will be very purposeful, goal-oriented and often dependent on you doing some 'homework'. Sometimes it will be very broad in scope, requiring that you take time to assess where you are in light of your goals. Either way, your real growth will come from the work that you do in the time between the appointments. I may not have the answers you are looking for, but I will partner with you as you seek them from the One who certainly does.

**Appointments.** Most sessions will be roughly 60-75 minutes in length except for Life Story and Motivated Abilities, which are 90 minute sessions. These will be conducted in person, on the phone or over Zoom (see our "Scholarships" page for downloading and meeting information). Cancellations need to be made at least 24 hours in advance. Cancellations within 24 hours or missed appointments will not be refunded.

**Scholarships.** Our donors desire to boost leaders who are serving the under-resourced. Therefore, scholarships are typically dedicated to those leading churches or ministries to the disadvantaged, can demonstrate a financial need or utilize an asset-based development approach to empowering the material poor.

**Donor Appreciation.** If you are receiving a scholarship from our ministry, we will ask that you write content or shoot a video describing your ministry, sharing stories and explaining how our donors can pray for you. These are critical to be able to maintain future scholarships.

**Rates.** We ask that you pay the reminder of your bill promptly. If your financial status changes (either increase or decrease), please let us know. If our rates change during this agreement, we'll communicate that to you upfront.

**Additional Time.** You are encouraged to contact me between scheduled calls by email, text or brief calls with questions, struggles, or to celebrate successes. If a phone call or Zoom meeting is under 15 minutes, there is no charge. I enjoy providing this extra level of service and find that those who use it seem to make greater progress.

**Training and Credentialing.** I do train other coaches and future employees to do what I do. Periodically, I may ask if one of them may sit in for observation. There is no requirement upon you that you agree so feel free to decline if you desire. Second, I am always working on improving my skills. There will be times that my continuing education or ICF credentialing requires me to report who I've coached, but not the contents of our sessions. I will give your name, dates of the coaching relationship, total hours coached and your contact information. You may be contacted by ICF to verify that you were indeed coached by me. But rest assured, your coaching will remain confidential by me as well as those that I am training.

**Professional Services.** Coaching is not therapy nor to be used as a substitute for professional advice by legal, mental, medical or other qualified professionals and will seek independent professional guidance for such matters. As such, I am not liable for any actions or inaction, or for any direct or indirect result of any services provided. Furthermore, if you are currently under the care of a mental health professional, I would like to know and recommend that you inform the mental health care provider or our relationship.

**HAVE YOU READ AND DO YOU AGREE TO THE ABOVE?**

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PRINT NAME \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

Please sign, scan and return to John Fooshee at [john@peoplelaunching.com](mailto:john@peoplelaunching.com)