

## Coaching Agreement

This agreement is made between James Hartland, The Coach & Trainer at Expat Coach hereby referred to as (Coach) and \_\_\_\_\_, hereby referred to as (Coachee) whereby Coach agrees to provide coaching services for the Coachee focusing on top 3 goals:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

### Definition of Coaching:

Coaching is a partnership, solution focus, result-orientated and systematic process in which the coach facilitates the enhancement of work performance, self-directed learning and personal and professional development of the Coachee. Throughout the working relationship, the coach will engage indirect, personal and often challenging conversation. The coach understands that successful coaching requires an active collaboration between coachee and coach.

Coaching is not therapy, and thus does not aim to treat the psychological problems. The coach shall apply other alternative tools and techniques such as NLP, Hypnotherapy, Time-Line Therapy, Consulting & Training.

The coachee agrees to disclose details of the past and present psychological or psychiatric treatment. If such issue becomes apparent during the coaching relationship, the coach may recommend referral to the appropriate and qualified specialist.

All information about the coach / coachee relationship and any written note remain completely confidential.

The coach plays the role of the facilitator of change while it is the coachee's responsibility to enact change.

### Responsibilities:

#### *As a Coach, I will:*

Be clear with you about the coaching relationship, including any expectations. Be prepared for each coaching session maintain complete confidentiality, unless you give me explicit permission to share particular issues with others

#### *As a Coachee, I will:*

Thoughtfully prepare for each coaching session. Be on time and finish on time. Complete all tasks between each coaching session. Take responsibility for my actions. Surrender to the process, receive, accept and act on feedback. Be open, not withholding any information and truth that could affect coaching results

