



What coaching is:

Coaching is partnering with clients in a thought-provoking and creative process that inspires them to maximize their personal and professional potential.

As a coach, I have an enduring belief in my clients' expertise, wholeness, and creativity.

What coaching is not:

Coaching is not consulting, mentorship, or advice. You, the client, are the only one with the answers. And yet, you may need a hand. Self-discovery and self-education will help you move forward. Finally, while coaching can feel therapeutic, it is not therapy. If you have concerns over your mental health, please seek a certified therapist. You can have both a coach and a therapist. They serve different roles.

Ethics & Guidelines for the Coach

In keeping with the ethics of a professional coach:

1. I am required to maintain the strictest levels of confidentiality with all parties as agreed upon. I will disclose no information that I have learned, whether personal or business information unless required by law such as a court order.
2. I maintain, store and dispose of any records, including electronic files and communications, created during my professional interactions in a manner that promotes confidentiality, security and privacy and complies with any applicable laws and agreements.
3. Coaching is always with the consent of the client. You can terminate the relationship at any time.
4. Financial Disclosure: In my coaching practice, I do not accept compensation or benefits from any third parties for referrals.



Guidelines for the Coachee

1. I understand that coaching is a client-professional relationship designed to facilitate the creation and achievement of personal, professional, or business goals. I will forward with intentionality.
2. I am responsible for my own well-being. I will seek the appropriate physical and mental health resources if I need them. I know that I can stop at any time. I understand that coaching is not a substitute for therapy or other treatment. To that end, if I am in therapy or counseling I will disclose to my therapist, counselor, or psychiatrist that I have a work-related coach and make sure I take any of their concerns under advisement.
3. When I come to coaching, I bring my whole self. I can choose to discuss and disclose personal situations or struggles as well. It's up to me entirely. If this is a work-sponsored engagement, the coach will help me focus on how those situations impact my work.
4. I will provide 24-hours' notice for any cancellation.
5. Coaching is not consulting. It does not substitute for legal, medical, business, or spiritual guidance.
6. I understand that any controversy or claim arising out of or relevant to this agreement or the breach thereof shall be settled by arbitration. The costs of any arbitration will be born equally.
7. Both parties shall have whatever rights and remedies are available to them by law. Notwithstanding the forgoing, the coach's liability shall be limited to and shall not exceed the total amount of fees payable by Client to Coach under this agreement.

I have read to and agree to the above:

Client Signature

Date