**Coaching Agreement**

**Person being coached:**

**Coach:**

**Contract period:**

**Coaching Values:**

Honesty: We will speak the truth in love.

Confidentiality: Issues and concerns will not be shared outside this relationship without permission.

Vulnerability: We will openly share both life and ministry issues with each other.

Punctuality: We will be prompt for all appointments and calls in respect of each other.

Preparedness: We will seek to complete assignments and be prepared in advance for each appointment.

Prayer: We will pray for one another on a regular basis.

**Coachee’s role:**

* I’ll diligently complete the action steps we agree on.
* I will be punctual for our meetings so we’ll make the most of our time together.
* I’ll consistently take the initiative in this relationship.
* I’ll make and follow through with my choices about what actions to take and what we will work on together.
* I’ll be a trustworthy coachee, honest and open, and handling what is shared with respect and discretion.

**Coach’s role:**

* I’ll be punctual and well-prepared so we can make the most of our time together.
* I’ll be a trustworthy coach, honest and open, handling what you share with me with respect and discretion.
* I will listen, ask questions, help you explore realities and options, and hold you accountable to the action items you create.
* I’m committed to believing in you, supporting you in your goals, praying for you, and helping you live out God’s plan for your life.

**Practical Expectations**

* **Meeting Frequency:**
* Two monthly meetings (two hours long) will take place in person.
* The coachee will have unlimited and as-needed email/Voxer access to the coach ( ).
* The coachee will have emergency/ministry crisis phone access to the coach ( ).
* The coach will be available for unlimited and as-needed site-visit each year ( ).
* **Commitment:** Our coaching relationship will be for an initial one year. After year one, the coachee can choose to discontinue or continue the coaching relationship.
* **Review:** We’ll take time on a quarterly basis to review how our coaching relationship is going, clarify the expectations, and make any needed adjustments.
* **Outside Perspective:** As your coach, I will approach my coach mentor for advice and consultation on our coaching relationship in order to offer the best coaching that I can.
* **Action Steps:** As a coachee, I’ll email a completed Prep Form to you, my coach, within 24 hours prior to our coaching appointment. I commit to completing my action steps. As your coach, I will keep thorough notes and provide you with post-meeting follow up accountability.
* **Investment**: The total annual cost for coaching is $
  + As a coachee, I'll agree to pay the full amount at the start of our relationship and following DBA approval of the planting project.
    - The coachee/new project agrees to pay = $1,100.
  + As the coach, I’ll agree to exceed the coachee’s expectations. If for any reason, I do not fulfill my agreement or my services are unsatisfactory, I will commit to reimburse the coachee for the remainder of our commitment.
    - *Checks can be mailed to*:
* **Schedule**: We’ll respect each other’s schedules by making every effort to hold rescheduling and cancellations to a minimum.
* **Initiative**: As a coachee, if I can’t make a meeting I’ll take initiative to let you know and reschedule with as much notice as possible (24 hours minimum).

Coach \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Coachee \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Date Date