

# Sample Coaching Agreement

This sample Coaching Agreement form can be used as a guide for Christian coaches using Coaching for Life or any other coaching system. Feel free to adapt it to your specific coaching situation.

## As a Christian Coach

1. I will be clear with you about the coaching relationship, including any expectations, fees, refunds or guarantees.
2. I will keep your best interests in mind, coaching you toward your purpose and action plan in light of your preferred coaching style and personality.
3. I will be prepared for each coaching session.
4. I will protect all of our coaching appointments and contact you to reschedule as needed with at least two days notice.
5. I will maintain complete confidentiality, within the limits of the law, unless you give me explicit permission to share particular issues with others.
6. I will never give your name to anyone, for any purpose, without your expressed permission.
7. I will respecting copyrights, trademarks and intellectual property when sharing principles and information gleaned from other sources and seek to give credit where credit is due,
8. I will represent myself to you with honesty and integrity, and will refer you to another coach if I am not within my area of expertise or comfort.

## As a Person Being Coached

1. I will protect all of our coaching appointments and contact you to reschedule as needed with two or more days notice.
2. I will thoughtfully prepare and email (or FAX) a completed Coaching Session Checklist prior to our scheduled appointment.
3. I will call or come to the coaching session promptly at the agreed time.
4. I will seek to complete each action step by a specific target date and acknowledge that my coach will hold me accountable to do so.
5. I understand that my coach is not acting as a licensed mental health professional and that coaching is not intended to replace counseling, therapy, mental health care or treatment for substance abuse.

We agree to meet on \_\_\_\_\_ (day) at \_\_\_\_\_ (time) every two weeks for the next six months until \_\_\_\_\_ (final date). This coaching agreement may then be extended by mutual agreement.

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Signature of Coach

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Date

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Signature of Person Being Coached

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Date

