

Coaching Covenant

You and I are committing to a coaching relationship because you want to take significant growth steps in your life. Because growth occurs over time, I encourage you to begin by committing to two one-hour sessions per month over the next three months (total of six sessions). This allows the coaching relationship to develop and accomplish what you desire. If at any time there is a reason to change or terminate our agreement, please make me aware of your desire.

Some givens about coaching:

1. Coaching is about you not me; coaching is about your agenda not mine.
2. My agreement to coach you reflects my belief in you as a person of value, created in God's image. Because you are, it is my assumption that **you and God can, together, shape a path for your future and determine actions you will take**. Rather than my telling you what you should do, you will take ownership of your future actions.
3. Coaching is a **confidential** relationship.
4. Coaching calls you to take the initiative not me. **Any actions you take as a result of our coaching relationship are only at your desire and intent, not mine.**

Your name: _____

1. The services provided by me to you are coaching or telecoaching, as designed jointly.
2. The agenda of our coaching is up to you. Coaching (which is not advice, therapy, or counseling) may address specific personal projects, ministry issues, or general situations in your life or ministry profession.
3. I promise all information provided to me will be kept strictly confidential. Any notes I take during the session, will be kept confidential. If you do share something that I have a legal responsibility to share with appropriate authorities, I will make you aware of that information. In order to pursue coaching certification, I will notify the International Coaching Federation that you and I have entered into a coaching covenant and report the number of hours we meet. However, no personal information will be provided.
4. Throughout our coaching relationship, you can count on me to do the following:
 - Be honest with you, asking straightforward questions around the agenda and issues you raise.
 - To push back even as I encourage and support you.
 - I will not advise or counsel you. However, in the midst of our coaching relationship, if you desire my advice, you must ask me to change from my role as coach to that of advisor. Keep in mind, the two roles are different and changing back and forth is difficult.
 - I will hold you accountable, to a level you wish to be held accountable, for actions you determine to take.
5. As your coach, I expect you to do the following:
 - Bring a 100% commitment to the coaching relationship and process
 - Honor time commitments (keep appointments, call on time, end calls on time)
 - Be honest, authentic, and open
 - Follow through and complete actions you set for yourself
 - Give feedback on the coaching process
6. A coaching session really doesn't end well unless there is a plan of action. As we conclude each session, I will ask you what you can and will do.
7. Coaching conversations are, normally, by phone, though face-to-face conversation can be arranged. As the client, you will initiate phone contact (777-3014 or 866/223-9344). I will wait ten minutes beyond the designated coaching time for your call.
8. If a coaching session must be canceled, we agree to do so at least 24 hours in advance.
9. Each coaching session will last no more than 60 minutes. You are welcome to use email (gary.chapman@vbmb.org) between sessions if you need a sounding board or want to share a success with me.
10. As the coaching relationship unfolds, we will evaluate on an on-going basis to determine whether your needs and expectations are being met. We will also have a formal evaluation at the conclusion of our final session. If at any time we need to address an issue in our coaching relationship, we commit to be straightforward in our concerns.
11. This coaching arrangement is provided for you free of charge as a ministry of the Virginia Baptist Mission Board.
12. This covenant will be discussed with you during the first coaching session and you will send the signed covenant back to me after the first session.

Our signatures on this agreement indicate full understanding of and agreement with the information outlined above.

_____ (Client) _____ Date
_____ (Coach) _____ Date