



Fulfilled Life Suite Deep Dive Coaching Contract

Coach: Claire Bankole

Coachee:

This contract outlines the agreement that we have together in a coaching partnership. It records our personal commitments to the coaching process.

My commitment to you as your coach:

- 1) I seek to respond to your needs and goals, rather than impose my goals on you.
- 2) Every area we look at and discuss will be with your permission.
- 3) I am here to help; I will be open and honest with you.
- 4) I will be supportive when giving you feedback which you may not be aware of or which might be challenging to hear.
- 5) I will not jump to conclusions, but will seek to understand; I will avoid being judgemental.
- 6) I will most likely ask questions that you might find uncomfortable or challenging, but I will do this in a supportive way.
- 7) I will be honest and open about the limitations of my expertise and suggest other professionals who might be able to help in areas outside of my ability where necessary.
- 8) I will signal if the dynamic seems to be moving away from coaching towards more counselling or spiritual direction, for example, and check and review expectations with you.

Your commitments to the process of coaching:

- 1) I will ask for help to aid my own progress, when I need to.
- 2) I will be open and honest.
- 3) I will take responsibility for my own development and actions.
- 4) I will be open to receive and give feedback.

(please add any other commitments you wish to make).



What I expect of you as a coachee:

- 1) Please create distraction-free time and space for our coaching sessions.
- 2) Please be honest and open with me in our coaching relationship.
- 3) Please come to each session ready to move forward and finish with agreed next steps that you will put into action following the session.
- 4) Please familiarise yourself with the practical policies as outlined on the back of this contract.

Coach Signature:

Coachee Signature:

Coach Name:

Coachee Name:

Date:

Date:



FFLS Deep Dive Coaching Policies:

Coaching:

Your arrangement with Claire and the FFLS is for Coaching. This is not a counselling, spiritual direction or prayer ministry arrangement.

Payment:

The normal process would be for someone to book via my website using the Deep Dive subscription, this would be for around 10 sessions either £500 all up or £55 per session.

Length of coaching process:

This coaching arrangement is for a minimum of 8 and maximum of 11 sessions with a minimum spacing of 2 weeks, any additional sessions will be arranged on an individual basis.

Privacy policy:

Information that is shared during the coaching process is strictly confidential.

With my supervisor I will discuss the process/journey of our coaching sessions, focusing on my own performance and development as a coach, this will be done without sharing identifiable information about yourself or your situation.

Supervision and Professional Bodies:

I have a supervision arrangement with my own coach and subscribe to the Global Code of Ethics for Mentors, Coaches and Supervisors. Please ask me for specific membership details.

Policy for Rescheduling or Cancelling a Session

If you need to cancel or reschedule a session please give at least 24 hours notice. Please note that rescheduling is subject to availability of time slots and may not be possible; in which case we will meet on your next scheduled session.



Termination clause:

In the unlikely situation that either you or I wish to terminate our coaching process, here are the steps that need to be taken:

- 1) Raise any issues or concerns as soon as they arise.
- 2) Discuss the matter to explore ways forward.
- 3) If termination is the chosen course of action, this will be done with no fuss, carefully and respectfully.

Complaints policy:

If at any time you feel worried or concerned by my behaviour or practice you may raise the issue with a trustee of the charity I work for; Shift Youth + Community. We will do our best to sort out any difficulties as soon as possible.

Trustees can be contacted on trustees@syc.life