

Sponsor Coaching Agreement

Client name:

Date:

Below are some important points for sponsors to be aware of when supporting their staff through a coaching program.

Coaching: Coaching is in no way to be construed as psychological counselling or any type of therapy. As coaching is a result of the clients' commitment, intention and actions during and in between sessions, coaching results are reliant on the client. The sponsor acknowledges that the client enters into the coaching with the full understanding that they are responsible for creating their own outcomes and decisions as a result of their program.

Confidentiality: Coaching discussions are confidential and as such it is not my place to disclose any information the client shares with me in a session unless otherwise agreed with the client. I encourage all clients to be as open about their coaching journey as possible so their sponsors can provide more targeted support however this remains the discretion of the client. At times I share general client themes and common experiences to help other clients with their journey, however all identifying information is omitted and most stories are a culmination of several client experiences or general behavioural principles, observations and outcomes.

Coaching office: Coaching will be conducted at the clients' offices unless otherwise arranged.

Session changes: Sessions can be cancelled and rescheduled with a minimum of 24 hours notice. Except in the case of an emergency, clients will forfeit sessions that are missed or cancelled without 24 hours notice.

Outstanding sessions: Any outstanding sessions that have not been scheduled after 3 months from the last session will be forfeited, unless a prior arrangement has been agreed.

Program cancellation: If the client or sponsor cancels the coaching contract, a credit note for the remaining sessions will be issued. This will be valid for 12 months. I reserve the right to terminate our sessions immediately and without prior notice if I feel that therapy would be more appropriate for your situation than coaching. (In such case you would receive a refund of the unused sessions.)

International Coach Federation and ANZI Coaching: As I am committed to gaining the highest level of coaching credentials through various professional coaching bodies, an ICF credentialing judge may contact the client for verification that coaching has occurred.

Coach: Anneli Blundell – Executive Coach

Sponsor signature: _____

Date: _____