



## Coaching agreement

This agreement is made between:

\_\_\_\_\_ [client name] (the 'coachee') and

\_\_\_\_\_ [coach name] (the 'coach') for

\_\_\_\_\_ [number] of intended coaching sessions

Referred by:

\_\_\_\_\_ of \_\_\_\_\_ (agency)

\_\_\_\_\_ Start date.

## The coaching relationship

It is not Befriending which is:

- Intended to support people in life.
- Based on personal connection.
- No skills required.
- Not a regulated activity and doesn't need to be.

It is not Mentoring which is:

- Intended to equip people for a specific role/ duty.
- Based on the Mentor's experience.
- No skill required but would be beneficial as this is a learning/ teaching/ instructing activity.
- Not a regulated activity and doesn't need to be.

It is not Counselling which is:

- Intended to equip and empower people through emotional or mild mental health issues.
- Based on deeper psychological knowledge.
- Counselling skills required.
- There are campaigns for regulation and recognised qualifications are expected.

Coaching is:

- Intended to empower people for growth and achievement.
- Based on applied skills and conceptual tools.
- Coaching skills.
- Not a regulated activity and no qualifications needed but should be. The more tools the coach has the better the coaching will be.



The purpose of the coaching relationship is to support the coachee to achieve their goals. The coach and coachee will first come to an agreement about the nature of coaching and will both remain accountable to the referring agency/agent. Coaching is a non-therapeutic intervention intended for coachees who wish to enhance their performance or improve their application to life situations.

### **Termination**

Either the coachee or the coach is able to exit the coaching relationship without giving any reason. Heart for Chorley will inform the referring agent.

### **Confidentiality**

This coaching relationship, as well as all information (documented or verbal) that the coachee shares with the coach as part of this relationship, is considered as confidential but not private. Any private communication will be ceased and a discussion regarding its relevance in the coaching relationship. Private issues or concerns may be more relevant for a counselling relationship and the coachee will be referred back to the referral agency on that point.

The coach-coachee relationship is not considered a legally confidential relationship in the way medical or legal professions operate and thus communications are not subject to the protection of the law. The coach agrees not to disclose any information pertaining to the client without the client's consent.

### **Training**

The coachee may be referred to group training sessions run by Heart for Chorley as part of the coaching relationship. However, the coachee is under no obligation to attend unless this obligation is part of a licence condition relating to residential services.

### **Fees and Conditions**

There is no charge for Heart for Chorley coaching services to beneficiaries as this service is provided for charitable purposes with a goal to relieve and reduce the risk of homelessness, poverty and financial hardship. Economic status will not be a barrier to accessing coaching services but beneficiaries must evidence, via their referring agent, that without Heart for Chorley there is a significant risk of homelessness or financial hardship and the coachee agrees that they are accessing this free service due to financial or practicable barriers to accessing coaching services through normal commercial or health service channels.

### **Nature of Coaching**

Heart for Chorley coaching expertise is limited to the volunteers and staff available. As a result, coaching services are in the following areas only:

- Addiction management and recovery

- Identifying the nature of the addiction process.
- Implementing actions to reduce relapse or repetition.
- Encouraging toward the rebuilding and strengthening of relationships that are conducive to recovery.
- Equipping with tools to identify and move toward meaning and purpose.
- Employability (including self-employment and progression)
  - Becoming economically active and increasing financial stability.
  - Improving promotion chances and progression to improve financial stability.
  - Identifying market trends, diversification opportunities and feasibility/ viability analysis to mitigate or relieve financial hardship.
- Education/ Training pathways and related confidence
  - Improve employability through increased professional value toward financial stability.
  - Empowering confidence in the learning journey.
  - Implementation of a pathways action plan considering varied routes to improvements.

Signed:

\_\_\_\_\_ [client name] (the 'coachee') and

\_\_\_\_\_ [coach name] (the 'coach') for

\_\_\_\_\_ [Date]