

Coaching Agreement with BC Team Coaching

Description of Coaching: *Coaching is partnership (defined as an alliance, not a legal business partnership) between the Coach and the Client in a thought-provoking and creative process that inspires the client to maximize personal and professional potential. It is designed to facilitate the creation/development of personal, professional or business goals and to develop and carry out a strategy/plan for achieving those goals.*



Your Commitment to Yourself

- To create the time and energy to participate fully in the programme
- To give yourself weekly time and space to reflect on your coaching goals from sessions and to keep a journal of your thoughts in a dedicated notebook / place.
- You agree to be willing to explore, experiment and follow through on commitments during and between sessions.
- You acknowledge that deciding how to handle issues discussed in the coaching session is exclusively your responsibility.
- In order to enhance the coaching relationship, you agree to communicate honestly, be open to feedback and assistance.
- To attend coaching sessions (X x 1hr) arriving on time, demonstrating full partnership.
- It is recommended that you review the [ICF Code of Ethics](#) and the applicable standards of behaviour.
- To believe in yourself - remember
 - there's no such thing as failure only feedback
 - if one person can, everyone can
 - we make the best possible choice for ourselves at any given moment
 - the map is not the territory, we only have our own reality
 - all behaviours have a positive intention
 - Energy flows where attention goes!

Terms of the Partnership

- The number and regularity of sessions will be agreed between us and will form part of the coaching contract aligned with coaching plan. From experience the best results come from fortnightly sessions or 2hrs/month for those who are focused and self-motivated however I'm conscious of your workload so suggest starting at your own pace.
- You will initiate all scheduled calls based on a mutually agreed upon time / number / VoIP platform.
- If you cannot make a session, please call me **to cancel with 48 hrs notice** (bchanliu@gmail.com). I will always do my utmost to find another appointment slot for you close to the scheduled one. Please note that missed sessions - unless 48 hrs notice given - are still subject to the coaching plan budgeted. Time allocated will not be deducted from coaching plan in the event that we have to postpone a session.
- Please turn up promptly for sessions as it is not usually possible to run-over the allotted time due to subsequent clients. Best practice requires 10mins reflection and focus prior to session.
- This coaching relationship, as well as all information (documented or verbal) that you share with me as part of this relationship, is bound by the principles of confidentiality set forth in the ICF Code of Ethics.
- You may terminate or discontinue the coaching relationship at any time and suggest checking our [T&Cs](#) for cancellation / termination / fees policies.

My Commitment to You

- To provide a suitable executive coaching environment, a confidential space for undertaking the work
- To be fully present for you during coaching sessions and to undertake agreed follow-up / commitments in between sessions on your behalf. Throughout the working relationship, I will engage in direct and purposeful conversations with you.
- You can expect that I will be honest and straightforward in asking questions and making requests.
- To act as an agent and motivator for change
- To abide by a professional code of conduct (International Coach Federation) ICF Code of Ethics: <https://coachfederation.org/code-of-ethics>.
- All our discussions remain completely confidential. The only exception would be if I thought you were putting your life in danger or the lives of others. I agree not to disclose any information pertaining to you without your written consent. I will not disclose your name as a reference without your consent.
- I'm in regular supervision and certified in various psychometrics tools MBTi / Belbin Team Roles / Occupational Testing Level A (2004) and engage in training and continuing education pursuing and/or maintaining ICF (International Coach Federation) Credentials.
- Member of ICF (International Coach Federation) - [MCC \(Master Certified Coach\)](#) > 7000 client hrs +
- Buyer Coaching FAQ: <https://www.teamleadership.ie/executive-coaching-faq>
- My coaching bio: <https://www.teamleadership.ie/about>
- BC Team Coaching Terms and Conditions: <https://www.teamleadership.ie/terms>
-  Skype: BCoach Chanliau (Ireland): <https://join.skype.com/invite/cabuJYaPJ6jW>
- Instagram: <https://www.instagram.com/leadershipteamcoaching/>
-  LinkedIn profile (connect with me): <https://www.linkedin.com/in/bernardchanliaumcc/>
- Twitter: https://twitter.com/BCoach_Exec

Happy Coaching

