

Ronan Executive Leadership Coaching Relationship Agreement

Executive Leadership Coaching is focused on maximizing your personal and leadership impact and fulfillment through support in the identification and alignment of your differentiating strengths, values, priorities, vision and leadership development areas. Awareness and intentional alignment of these areas have positive impact on work/life satisfaction, business results and optimized engagement of teams. According to the International Coach Federation (ICF), coaching is defined as a forward-focused partnership with clients in a thought-provoking and creative process, inspiring them to maximize their potential. In this client-driven coaching approach, the leader takes responsibility for setting the focus of each session; while the coach is responsible for providing support, structure, and feedback through listening and asking questions. Executive coaching is a leader-driven process distinctly different from counseling, mentoring, consulting and training. The Executive Leadership Coaching Frequently Asked Questions document provides more detail about these differences as well as general information about coaching.

Responsibilities of the Leader

- Come prepared to each session thoughtful about areas of focus and ready to partner with your coach to establish the most valuable outcomes for that session.
- Hold the coach accountable for driving your agenda and actively say yes, no, or renegotiate requests made by the coach.
- Be direct and honest when you need something different than the current focus or direction, ask questions or clarify if something isn't clear or an accurate reflection.
- Be on time for each session; each session will last 45 minutes. And, when necessary, inform the coach 24 hours in advance if a session needs to be rescheduled.
- Inform the coach if you have new goals, a development plan or a performance improvement plan.
- Partner with the coach to determine if the coaching engagement has met its goals before the planned assignment ends.

Responsibilities of the Coach

- Be present and engaged during every session.
- Be constructive, supportive and respectful at all times.
- Encourage leader self-discovery and speak the truth as they see it for you.
- When appropriate, suggest tasks/activities to help the leader accomplish their goals and identify obstacles/barriers to forward movement and goal achievement.
- Be on time for each session and inform the leader 24 hours in advance if a session needs to be rescheduled.
- Be available for 5-10-minute short coaching sessions, as needed, in between sessions and at the conclusion of the coaching engagement.
- Partner with the leader to determine if the coaching engagement has met its goals before the planned assignment ends.

Confidentiality

The content of the coaching conversations is confidential. In very rare instances, the exceptions to confidentiality are situations where the leader divulges behavior that is either illegal or that would show that the leader is in danger of harming either him/herself or others. At the point where the coach feels the conversation has exceeded the bounds of confidentiality, the coach will inform the leader that s/he is going to take action. For more details around confidentiality or other answers to common questions, review the Executive Leadership Coaching Frequently Asked Questions document.

My signature indicates,

I:

- 1.) have read and reviewed the Executive Leadership Coaching Frequently Asked Questions document and had any additional questions answered.
- 2.) agree to engage in coaching with Cynthia Ronan.

Leader Printed Name:

Signature of Leader

Date

Coach Printed Name:

Signature of Coach

Date