



HOW WE WILL WORK TOGETHER

You are receiving this package because you have decided that you are worthy of investment, and because you are committed to making changes that will lead you to live the life of your dreams. You also recognize the added value of hiring a coach to ensure your success. Congratulations! You have just taken the first small step that will lead you in accomplishing your chosen targets in life.

Thank you so much for inviting me to be your coach during your introspective journey. I am honored, and hope you feel as excited as I do. You will discover more of who you are and where you truly want to go. I am living proof that if you have a goal to focus on, and believe that you will succeed, you will see it through. I will support you as you discover what those goals and successes are for you.

TOGETHER, IN OUR CO-CREATIVE PARTNERSHIP, WE WILL:

- Identify your goals
- Identify the obstacles/barriers to obtaining those goals
- Find solutions to the obstacles
- Find reasons to believe in yourself and why you will succeed
- Celebrate your efforts along the way

AS YOUR COACH, I WILL:

- Be as excited and committed to your goals as you are
- Take the time to challenge you to define what a successful life means to you
- Hold you accountable to make sure you live up to your potential
- Provide support and structure to help you accomplish more
- Keep you better focused to produce results more quickly
- Always be honest and direct
- Maintain confidentiality



HOW WE WILL WORK TOGETHER

AS MY CLIENT, I ASK YOU TO:

- Be fully prepared and focused at each session
- Be honest with yourself and with me
- Let me know what works for you and what does not
- Stretch yourself to deepen the work done in sessions by writing and taking action steps between sessions

YOUR ROLE

- Please take time before each session to complete and text or email the [Session Prep Questions](#) that I will provide to you by email or text. Use this email as a template to create a new email for your responses every week.

Most importantly is for you to select an agenda item and what One Thing you can do TODAY to make the biggest impact from the session. These are called "Open with Purpose" and "Agree with Actions".

- Please arrive to every session on time.
- Come to your session centered and ready to engage, in addition to any agreed upon assignments completed.
- Provide me feedback in the moment about your coaching experience – what works, as well as what does not.

WAYS YOU CAN GET MORE FROM YOUR COACHING EXPERIENCE:

- Make our coaching sessions a priority. Come to every in-person session or call with a specific agenda – a clear understanding of what you would like to take away from the session.
- Do your own work between sessions. Use what you learn. Complete what you agree to do.
- Be open-minded. Try new approaches. Experiment.



HOW WE WILL WORK TOGETHER

- Be willing to change your beliefs and patterns if they do not serve you anymore.

MY ROLE

Our relationship is very important to me and I want you to take advantage of having a partner and resource in your corner. If you have the need to run something by me, or have a question in between sessions, please email me at coachgaryg@gmail.com or call me at (805) 794-1255. I am looking forward to working with you and supporting you as you create your new future.

The relationship between a coach and client is co-creative, meaning that we are equals and both have an active role. I am not a therapist, counselor, or consultant. I am a trained and certified professional coach using honed communication skills to support you as a detached thinking partner. Together we create more power – resulting in meaningful change and taking dynamic actions towards your goals.

I will listen closely to you, respond to what I hear and ask questions. If I hear something in your voice or language that sparks an intuitive thought, I am likely to ask you about it. Often, it is the small moments that bring about BIG shifts. If I am not on target, just tell me. I am not attached to being right.

If I hear something in your voice, “read something between the lines”, sense a pattern or notice something amiss, I will likely ask you about it. Often, it is the hard questions, the small moments, or the fresh perspectives that bring about the “ah-hah” moments for you.

Our relationship is a very important one for me, and I want you to use me as the resource and supporter that I am. I will be as excited and committed to your goals as you are. My clients are intelligent, honest, kind, curious, well and self-aware people, who want to invest in themselves to achieve a fulfilling and balanced lifestyle. It is a pleasure for me to work with you.

At the end of the session, if you do not mention what actions you are ready to take, I will make a coach request. I ask clients to stretch themselves and deepen the work complete in the sessions by writing and taking action. You are free to negotiate, accept, or decline. You



HOW WE WILL WORK TOGETHER

decide what is right for you and what you are willing to do. Your new future is your own creation.

THE ROLES OF COACH AND CLIENT

I am a trained and certified professional life coach, not a licensed therapist, and I do not attempt to provide diagnosis or treatment. If you have agenda issues which I feel are beyond the scope of a coach, I will suggest you talk to your family doctor for referral to a therapist. The relationship between coach and client is one of peers. Our coaching sessions are always about the issues you want to discuss. I will listen, reflect, ask questions, give my perspectives, and offer options. I will support you, believe in you, and celebrate you.

I am a person of integrity, and will keep all of our conversations and correspondences confidential. I believe in accountability for our actions and their consequences. I will tell you what I want for you, based on what you tell me and the potential I see in you. Ultimately, I believe that you are the only one who knows what is best for you, and I will not try to manipulate you or influence you to do anything you do not want to do.

As my client, I ask you to attend our sessions fully prepared: focused on your agenda issues/concerns; ready to discuss meaningful matters of the heart and emotions; committed to being truthful; accepting of accountability (not blaming or judging); open to stepping outside your comfort zones and stretching yourself; and willing to find success in your efforts, not only attached to outcomes. I pledge to do the same.

Presumably, you hired me because you expect that I am the best person to help you create the future you want for yourself. Conversely, I imagine that you will do all you can to make meaningful changes inside and out.



HOW WE WILL WORK TOGETHER

COMMUNICATION

Our communications will be honest and non-judgmental, based on trust, respect, and a feeling of being valued. I want you to share with me what works well about your coaching experience and what does not. I am committed to serving you to the best of my ability and ensuring that you get the most from your investment in time, energy, and money.

FEES

- My fees can be found on the Pricing Schedule and Coaching Options
- I accept cash or check
- You will receive a receipt at the time of the session. Keep these for your records. My fees may be tax deductible as a business expense. Please check with your CPA
- Please budget for this investment
- I do not accept late payments. Please make certain funds are available

EXTRA TIME

Between sessions, if you have questions, a brief update, or want to bounce some ideas around, please contact me by phone or email. Please keep these contacts succinct. If it seems like it will be better served as session material, I will suggest that.

SESSION PROCEDURES

- Please call or text me at (805) 794-1255 for our scheduled sessions.
- If you call and get my voice mail, please call back after one full minute as I might be finishing up another call or meeting with another client.
- Please leave a detailed message and wait for me to call you back.

SCHEDULE CHANGES/VACATION/BUSINESS TRIPS

We will choose a regular time for our sessions. This will be your time slot. If something must change temporarily or permanently, I will be happy to work that out with you.



HOW WE WILL WORK TOGETHER

Please give our in-person sessions or calls high priority and arrange your schedule to honor our agreed upon time. If you must reschedule our session, I ask you to give me 24-hour notice. In any case, let me know as soon as you are able. If you have vacation or business trips that will conflict with our sessions, please notify me of these as soon as you have an itinerary and we will discuss when to reschedule. I will do the same with you when I plan trips.

I am looking forward to the emotional connection in our coaching relationship!

All my BEST,

'Coach' Gary