



## **S.H.E WOMEN'S COACHING**

Christie Echikwa

214-923-5257

[cechikwashe@gmail.com](mailto:cechikwashe@gmail.com)

[Shewomenscoachingprogram.com](http://Shewomenscoachingprogram.com)

### **COACHING AGREEMENT**

This Agreement is intended to provide important information to you regarding Life Coaching Services to be provided by CHRISTIE ECHIKWA.

#### **I. Background**

Christie Echikwa holds a Master's degree in Human Services with an emphasis on Marriage and Family Therapy. Ms. Echikwa is a Doctoral Candidate in Industrial and Organizational Psychology at Grand Canyon University. Ms. Echikwa is also a Certified Workplace Mediator, having completed her certification process at Eckerd College, and she is a Certified Data Analyst educated at the University of Texas.

#### **II. Services**

A. Clarity Call - A clarity call is the breath of fresh air you need. A 30-minute video or audio zoom call with the coach. To tackle any problem that has caused you stress. If you feel overwhelmed with a situation or decision and are seeking an outside opinion It is also a call to find out if we would be a good fit to work together, before you commit to one of my coaching programs. To make this successful, we will send you a prep-form with all the questions that you have to answer before the session and the answers will be discussed during the session.

B. General Coaching Program – 31 weeks This program is 31 weeks and includes coaching and personal development program for women. The aim is to empower and motivate the client to overcome her fears and weakness in each area of her life by creating high standards and strict rules to accomplish her life's goals and fulfill her God-given purpose. In group sessions, it is a comprehensive step-by-step journey with like-minded women that creates an atmosphere for supportive, sincere, and healthy friendships to grow and flourish. Included are weekly reading and listening assignments. The program is 31 weeks with weekly one-hour sessions.

C. Business Coaching Program – 30 weeks This program is 30 weeks and includes business coaching and a personal development program designed specifically for businesswomen. The business program aims to empower and motivate businesswomen to have a successful business and dominate their field. It is also an educational program to teach her successful business and financial management skills. In group sessions, it is a comprehensive step-by-step journey with like-minded women that creates an atmosphere for supportive,



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sincere, and healthy friendships to grow and flourish. Included are weekly reading and listening assignments. The program is 30 weeks with weekly one-hour sessions.

D. Skin and Beauty Coaching Group – 8 weeks This is an 8-week program that focuses on women's skin and beauty. The program aims to help women develop sustainable strategies to bring overall wellness and beauty. The mission is to empower the client to achieve her skin and beauty goals to help the client build and restore her self-esteem by improving her emotional health, nutrition, and physical wellness through exercise. Program is 8 weeks with weekly one-hour sessions.

E. Graduate Group Coaching Program- 30 weeks. This program is 30 weeks and includes business coaching and a personal development program for college graduates or women in graduate school between ages 24 to 29. The program aims to empower and motivate the client to find her purpose in her career and life. The program is a comprehensive step-by-step journey with like-minded women that creates an atmosphere for supportive, sincere, and healthy friendships to grow and flourish. Included are weekly reading and listening assignments. The program is for 24 weeks with weekly one-hour sessions.

F. Individual Coaching Program- It is a weekly coaching program, tailor made to fit the need of the lady. The need could be personal, relational or business. A 1 hour to 2 hours video or audio zoom call with the coach. It is for individuals who are not comfortable in sharing their problem in a group setting. It is for individuals who are not able to dedicate 6 months in a coaching program. It is also for individuals who are waiting for the next group coaching session to start.

## II. Payment Information

A. Payments are due as follows:

\*Full payment due at the time of scheduling the session. **THERE IS NO REFUND AFTER SIGNING UP.**

B. Payment may be made via Zelle or a Cash App. Links shall be provided by the coach at the time of signing.



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C. Cancellation Policy: Cancellation for refund or rescheduling is permitted up until 24 hours prior to the scheduled session. After 24 hours, no refunds or rescheduling shall be permitted.

#### III. Packages

The client may choose from one of the following packages or, if requested, may be offered a special package tailored to her specific goals. Packages A & B are renewable at the client's option. Package C is for a one-time session. All sessions shall be via telephone or online. Full description [www.shewomenscoachingprogram.com](http://www.shewomenscoachingprogram.com).

- A. Individual Coaching: \$ 100.00 per 1 hour session
- B. Group Coaching: \$ 300.00
- C. Skin & Beauty Coaching: \$ 200.00

#### IV. Confidentiality

As a licensed Marriage and Family Therapist, it is my duty to protect the confidentiality of the communications with my clients, including coaching clients. Still, there are limits to maintaining confidentiality if sessions are not conducted in-office. Confidentiality cannot be guaranteed if sessions are conducted via phone or online. Clients should use their own discretion when utilizing these options.

Group Coaching: Confidentiality is critical to group coaching. Clients agree not to discuss any revealing information about group members with anyone outside of the group. This includes names, ages, places of employment or residence, or other information that may lead to a confidentiality breach.

#### V. Appointment Scheduling and Cancellation Policies

A 24-hour advanced notice is required if you must cancel or reschedule your appointment. Your coach's policy is to charge for missed appointments at the rate of \$25.00 for each missed session. Our policies are created to allow for effective scheduling and to ensure all client wishes to have a session may be accommodated. Please help us to serve you by notifying us as soon as possible if you must change or cancel your appointment.



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### VI. Telephone availability and Emergencies

Telephone conversations between office visits are acceptable. However, your coach will attempt to keep these contacts brief due to the belief that important issues are better addressed within regularly scheduled sessions.

If an unscheduled call or session is needed, phone calls will be free of charge at the Coach's discretion.

You may leave a message for your coach at any time on her confidential voicemail. If you wish your coach to return your call, please be sure to leave your name and phone number, along with a brief message concerning the nature of your call. Non-urgent phone calls are returned wherever possible within 24 hours during regular business hours Monday through Friday. In case of a medical emergency, a threat to your safety or the safety of others, please call 911 immediately to request emergency assistance.

### VII. About the Coaching Process

The International Coach Federation's definition of coaching is as follows: "Professional Coaching is an ongoing professional relationship that helps people produce extraordinary results in their lives, careers, businesses or organizations. Through the process of coaching, clients deepen their learning, improve their performance, and enhance their quality of life. In each meeting, the client chooses the focus of conversation, while the coach listens and contributes observations and questions. This interaction creates clarity and moves the client into action. Coaching accelerates the client's progress by providing greater focus and awareness of choice. Coaching concentrates on where clients are now and what they are willing to do to get where they want to be in the future. Coaches recognize that results are a matter of the client's intentions, choices, and actions, supported by the coach's efforts and application of the coaching process."

### VIII. Termination of Coaching and Refund Policy

The length of your coaching and the timing depend on the specifics of your goals and the progress you achieve. Your coach will help define your direction, but it's the client's responsibility to create



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the time and energy to fully participate in the program. Due to the limited amount of appointments available, only clients dedicated to making positive changes will be accepted. Either the coach or client may discontinue coaching at any time, but refunds on packages will not be given.

#### **IX. Liability**

This agreement is for Coaching, not Psychotherapy. Ms. Echikwa is working only within the capacities of a Life Coach and will not be held liable for discrepancies. While coaching can work with issues such as identifying and reaching life goals and changing the behaviors that aren't working well for you, coaching will not address psychological issues such as depression and anxiety. For issues such as these, seek medical attention from a Physician or Licensed Mental Health Professional in your area.

By signing this agreement, you agree that you understand the difference between these two functions, and you will get appropriate professional help for mental health issues if necessary.

Your signature indicates that you have read this agreement for services carefully and understand its contents. Please ask your coach to address any questions or concerns that you have about his information before you sign.

Name of Client: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_