**Mastermind & Group Coaching Agreement**

Every relationship is more successful with properly set expectations. The mastermind agreement defines the collective expectations of our relationship.

* I know I own our relationship- I drive the agenda, I am responsible for the results
* I understand my responsibility to be prepared, on-time and to do my fieldwork
* If I am unable to attend our group session I will send a message to the group distribution with 24 hours notice.
* If I am regularly unable to attend sessions, I understand I may be eliminated from the group
* My role in this group is to give freely of my ideas, contacts, processes and the like, anything I can do to further my group member’s success, I will do
* I understand my coach and my peers will keep our conversational content confidential
* I understand that I must keep the content of our group coaching sessions confidential and respect others’ privacy
* I understand I have a responsibility to tell you, as my coach/facilitator, if I’m not getting benefit from our time together
* I understand that any feedback I provide in evaluations etc. may be used to evaluate the effectiveness of masterminding and as a testimonial on websites etc.
* I understand that I may be referred to other professionals who may be of better service to me

Masterminding is a privilege and works on the principles of discovery, awareness, action planning, support and accountability. The details of our arrangement include the following ***procedure****:*

* Connect to the bridge line 1-2 minutes before start time
* The call will begin no later than 5 minutes after the hour
  + we will meet 1x/month for 60 minutes at a time

As your facilitator/coach I am also available at other times~~:~~

* + You may also e-mail me anytime and I will respond within 24 hours, Monday through Thursday. My e-mail address is shawnacorden@gmail.com.
  + I have limited availability outside of our regularly scheduled group sessions. Feel free to schedule an appointment based on my TimeTrade availability – I am here to support you.

In order to support this valuable program, your feedback is essential. On a periodic basis I will ask you to complete an evaluation. I also appreciate **Referrals**. If you are benefiting from our relationship, I hope you will suggest that appropriate colleagues of yours speak with me.

I know many coaches and their specialties. I will be happy to speak with anyone you send me, and I will introduce them to the coach who I think is qualified and “right” for their needs, whether it is me or another coach.

* I agree to ALL OF the above conditions of our coaching agreement

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please email the electronically signed document to shawnacorden@gmail.com