



Life Coaching Questionnaire & Contract

I am really looking forward to meeting you for our first session together.

In order for me to be better prepared, it will be very helpful if you could complete the questions in this booklet and send it to me 2 days before your first appointment. This is just to give me some background information, so you can keep your answers brief (I don't need a full CV!).

I hope that you will also benefit from thinking through these questions and what you would like to achieve through the coaching process.

Please don't hesitate to contact me if you have any queries.

Info@leapinlife.com

Your Life

Name _____ D.O.B _____

Occupation _____

Email _____ Employer/Business _____

Tel (H) _____ Tel (M) _____

Address _____

_____ Postcode _____

1. What current goals (*if any*) do you have relating to the following areas:

a. Your career (e.g. personal performance; career development; ability to lead; fulfilment)

b. Your fun/adventure (e.g. work/life balance; hobbies; interests)

c. Your relationship with others (e.g. partner; family; friends)

d. Your personal development (e.g. life experiences; formal training)

e. Your sense of contribution (e.g. at work; at home; in your community)

f. Your health (e.g. nutrition and eating patterns; fitness, exercise; relaxation)

g. Your finances

2. Thinking about your current circumstances:

What would you like to do less of?

What would you like to do more of?

What do you really value and appreciate in your life?

3. What would you most like to change right now if you could?

4. What's going really well for you right now and you'd like to build on?

5. In what ways do you currently obtain learning:

- By experience, i.e. doing things
- Formal study, e.g. taking qualifications
- Through observation of others
- Reading, listening to audiotapes, etc.
- Structured training, i.e. courses
- Mentoring or coaching relationships, e.g. discussion, feedback.

6. How much does your level and style of learning support your goals and objectives?

7. Anything else you would like to add (e.g. what dreams or ambitions you had when you were younger, your biggest regrets, etc.).

Your Coaching

No journey should begin without an awareness of your destination. These questions will help us both understand the direction of your personal coaching destination.

What I would like to achieve from my coaching is:

My current expectations of coaching are:

The areas and current challenges that I want coaching to assist with are:

Our Coaching Contract

Each week, for the next ___weeks, we will share a coaching session (telephone/personal). Each session will last 60 minutes.

My commitment to you

- I will think of you, speak to you and work with you in a respectful manner.
- I will have high expectations for you and I will want the very best for you.
- I will believe in you and your ability to be, do or have whatever you want.
- I will demonstrate my belief by taking you and your desires seriously.
- I will encourage you to show faith in yourself and to believe in yourself.
- I will work with you to define a plan of action for achieving your goals and desires.
- I will keep you on track.
- I will maintain absolute and total confidentiality.

Your commitment to me

- You will agree to change your life with determination, courage and fearlessness.
- You will carry out any challenges or assignments within our agreed timescale.
- You will suspend your disbelief when necessary.
- You will keep going, even when the going gets tough.
- You will choose to adopt a more positive and enthusiastic perspective on life, from this moment on.

I (name)_____agree and demonstrate my commitment to myself and our coaching relationship by:

1. Being on time for each scheduled coaching session.
2. Remembering that every coaching session is totally confidential and that it is in my best interests to be absolutely honest.
3. Giving as much notice as possible and at least 48 hours, if I need to reschedule a coaching session.
4. Paying the agreed fees due to my coach, in full, on time and in advance of my first session.
5. Accepting that I am absolutely responsible for my own actions and that I initiate this coaching relationship on this basis.
6. Agreeing that I will raise with you, my coach, without delay, anything that I am unhappy about in our coaching relationship.
7. I agree to the following payment details:

The fee for a ___ month programme of ___ weekly ___ minute sessions is £_____

I will pay in full at the outset on _____ the amount of £_____

8. I understand and accept that the life coaching process will not begin until you have received the first payment.

Sign _____ Date _____

As your life coach, provided that you demonstrate your commitment as above, I agree to coach you to the very best of my ability.

Sign _____ Date _____