

# Coaching Agreement



# RETURNING *Well*

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I am delighted by your desire to be part of a *Returning Well* group! To ensure that such a group is a good fit for you, please take a moment to read through the particulars of a *Returnig Well* Group below. If you are in agreement, go ahead and complete the registration process. If you have hesitations or questions, contact me before completing your registration. Many blessings, Melissa

## The Basics

Following are some basics about the *Returning Well* Group. This group will...

- **...provide a comprehensive debriefing experience!** As such, we will utilize and follow the book, *Returning Well: Your Guide to Thriving Back “Home” After Serving Cross-Culturally*. You will need to purchase the book and engage it to be part of this group as well as glean all that you can from the group experience. You can view your purchasing options at [www.ReturningWell.com/Purchase](http://www.ReturningWell.com/Purchase).
- **...be a group that journeys together through re-entry.** As such, we will meet six times. Women’s groups will meet for 90 minutes each session, and couples groups for 90 minutes to two hours depending on the size of the group. Meetings will take place over Zoom or Skype. Please take note of the dates and times for the group you are considering. It is very understandable if you get sick or have an emergency and need to miss a meeting. But, if you look at these days and notice that you will be unable to attend for several of them, please be willing to pass on this group.
- **...be focused on gleaning from the past and moving forward to what He has for you next!** To aid in this process, I (Melissa) will serve as your group coach and will keep what you share confidential (be sure to read the “Coaching Understandings” that follow for more on this). I also request that you offer confidentiality to your fellow group members.
- **...be a wonderful community experience!** As such, plan on bringing thoughts and insights to share each week from your engagement of *Returning Well*. If you just want to “sit in” and listen, this group is not a good fit for you. We will also utilize either a private Facebook group, an email thread, or group text (depending on the consensus of the group) as a platform for sharing and encouraging each other between meetings. Please plan to engage in your group between sessions as well.
- **...be complete in itself!** But should you desire individual coaching sessions in addition to the group sessions or following the group experience, do not hesitate to ask me (Melissa) about my availability. Additional resources are also available such as the Cerny Smith Assessment for cross-cultural adjustment, Couple Communion I, and PREPARE/ENRICH. Please check <http://melissachaplin.com/specialties> for more information should you desire these, and note that these sessions would require additional financial investment.

## Coaching Understandings

As a group participant in a *Returning Well* group, I understand the following:

- Coaching is a partnership between me and my coach that is designed to facilitate the development and achievement of my goals. My coach will follow the International Coach Federation (ICF) Code of Ethics.
- I am not to use coaching in lieu of non-coaching professional guidance (ex: as legal counsel, tax/accounting assistance, etc.), or in lieu of mental health care (such as counseling, psychotherapy, or psychoanalysis). If I am currently under the care of a mental health professional, I attest that I have consulted with this person regarding the advisability of joining a *Returning Well* Group and that this person is supportive of my decision to proceed with this group.
- I am responsible for my own choices, decisions, and actions stemming from coaching. My coach will not be held responsible for any actions or inactions I take as a result of coaching or my group.
- If, at any time during the coaching partnership or group process, my coach believes that I would be better served by another professional, I understand that my coach may recommend that I utilize the services of another professional. If this requires me to leave the group, unused sessions will be prorated and refunded minus an administrative fee. No other refunds will be offered.
- By participating in this group, I give permission to my coach to submit my name and email address to the ICF in order to meet the requirements for coach credentialing. No details related to coaching will be submitted. ICF will only use this information to contact me if they need to confirm that Melissa Chaplin served as my coach.
- Coaching sessions will not be recorded without notification and overt approval.
- This coaching relationship, as well as all information (documented or verbal) that I share with my coach as part of this relationship, is bound to confidentiality by the ICF Code of Ethics but is not considered a legally confidential relationship (as in Medicine or Law). Confidentiality may be broken as required by law or at the discretion of my coach if I either have in the past or am currently potentially at risk of violating the law, jeopardizing my own safety or well-being or that of others, appear intent on harming myself or others, or engaging in activities that are illegal.
- My coach agrees not to disclose any information pertaining to me without my written consent (except where directed by law in the previous point). My coach will not disclose my name as a reference without my consent.
- Confidential information does not include information that: (a) was in my coach's possession prior to its being furnished by me; (b) is generally known to the public or in my industry; (c) is obtained by my coach from a third party, without breach of any obligation to me; (d) is independently developed by my coach without use of or reference to my confidential information; or (e) that my coach is required by law to disclose.
- Note that confidentiality cannot be promised in email or Internet communications given the nature of Internet communications. Also note that although group members are strongly encouraged to honor confidentiality, they are not bound by the ICF Code of Ethics to do so.

*By registering for a Returning Well group, I am attesting that I have read and am in agreement with all of the stipulations presented for this group. If I have any questions or concerns, I will first ask Melissa before registering.*