

WELCOME PACKET

Welcome to The Unexpected Path Life Coaching. Your Personal Life Coach is Cheryl Frei. Enclosed you will find a new client intake form, along with some information about what you can expect from your coaching sessions with Cheryl. If at anytime along your journey, you have a need to speak with her, please call her at: 608-868-6476 Be sure to leave your name, contact number and a brief message-She will return your call as soon as she is able to.



~WHEN NOTHING ELSE MAKES SENSE!~

THE UNEXPECTED PATH YOUR CHILD IS WALKING

NEW CLIENT INTAKE FORM

Please complete the following information and Fax it to your coach prior to your first session.

Your full name. _____ Date _____

Address _____ City _____ Prov./State _____ Zip _____

Your Phone _____ Cell Phone _____ Skype _____

Work Number _____ Your Email _____ Other Email _____

Birthday (m/d/y) _____ (Check one) Married _____ Single _____ Widowed _____ Co-habiting _____

Spouse/Significant Other's Name _____

Children's Name/Ages _____ Children's Name/Ages _____

Children's Name/Ages _____ Children's Name/Ages _____

Children's Name/Ages _____ Children's Name/Ages _____

Preferred Session Day/Time/Frequency: _____ Time Zone _____

Weekly/Monthly Fee _____ Preferred Payment option: (check one) Check _____ Pay Pal _____

Disclaimer: The client is aware that the coaching relationship is not to psychological counseling or any kind of therapy. Coaching does not treat illness or pathology. The client is also aware that Coaching results cannot be guaranteed. The client agrees that he/she is entering into coaching understanding that the Client is responsible for their own decisions and results. The Client also agrees to hold the coach free from all liability for any actions or results for adverse situations created as a direct or indirect result of a referral or other advice given by the coach. Please initial here. _____

Call Procedure: The Coach shall contact the Client at the agreed upon hour. If the Client fails to make the appointment time, the Client is still responsible for the coaching fee, unless a reasonable hour notice was given to reschedule the call. Your coach will make every effort to reschedule with you.

Signature: _____ Date: _____

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No Need For More Confusion...

What You Can Expect

Coaching Intake Information for YOUR file.

Confidentiality: The Coach and Client recognize that the nature of the coaching relationship involves the passing of personal and business information that may be highly confidential. As such, the Coach agrees that, unless express permission is granted, all coaching calls, conversations and written communications remain completely confidential between the Coach and Client, except where prohibited by law.

How to Get the Most out of Your Coaching: It is important to both of us for you to benefit greatly from the time we spend together each week, and also during the time between our calls. There is a “client prep” form you can download or copy from this packet to fill out prior to our weekly call. This is used to maximize our mutual understanding of where you are and where you want to go, and to help you to know what to expect from Coaching.

Rewarding Action #1 - Make a List of what you Value, what you Love, and what you really want to gain from Life Coaching. Coaching works best when you have clear goals that are in alignment with your needs and values. If you're unclear about any of these, we can discuss them during our call.

Rewarding Action #2 - Get to Know Your Self in New Ways. Working with your Coach is a healthy way to grow. Most Clients hire a Coach to accomplish several specific goals. Coaching is all about being, and expressing, your genuine best self. Don't be surprised if you discover new parts of your self, or if you find your goals adjusting themselves, to who you really are, and who you want to be. This discovery process is natural, so you needn't rush it, just realize it will likely happen. Accelerated personal and professional growth is the hallmark of being coached.

Rewarding Action #3 – Fully invest yourself in this opportunity for accelerated growth and accomplishment. Show up for your coaching call on time and fully ready to problem solve, reflect, strategize and celebrate. Turn off the distractions in your environment, let others know it is a “do not disturb” time that is clearly your time for coaching! It is always a great idea to have a pen and paper handy for jotting down things that come up during the call. Some clients like to take a few moments prior to the call to relax and get nice and comfortable – you may find this true for yourself.

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EXPECT YOUR COACH TO...

Listen: for many things, such as your assumptions and conclusions, what you're saying in your self talk; evidence of emotional pain that blocks action; what motivates you and excites you; self doubt, growth you may not be giving your self credit for, resources you already have available but may not as yet recognize, and much more.

Question: What are your goals; what do you love; what may be frightening you that limits you from taking action; are you being present time oriented; are you willing to trust your self, have courage, and take action; how do you see your self moving forward in this goal; what inner work must you do to dare to be your real self consistently in your life, how can I best support you now, and much more.

Design: Your Coach assists you in defining your personal and professional goals in alignment with your needs, values and your genuine self; assists you in creating strategies, discovering resources, and taking action confidently.

Forwarding Action: A Coach is an equal not an expert or an authority. A Coach does not give counseling or therapy, instead a Coach makes requests, offers suggestions, advice and opinions, and shares intuitive hunches, that may be helpful in facilitating your ongoing forward momentum. Your Coach is an equal partner in designing your action plan. When your Coach makes a recommendation for action, you always have the power to stop and renegotiate your action strategy.

Strengthening and Heartening: It is your Coach's job to cheer you on; to see your strengths and to tell you about them; to help you to overcome self doubt, and accept your self as the person of strength and competence that you really are; to be the emotional bridge who holds the space for you to dare to risk and change.

Dream Stretcher: It is your Coach's job to help you stretch yourself toward your dreams, to think bigger, to go farther, to be committed, to grow and achieve more than you've dared to imagine.

Staying in Present Time: Your Coach will help you remember that our power is always in the present moment. In order to be in the present moment, it is necessary to have a certain detachment from outcomes. Rather than attach fixedly to a specific outcome we desire it is more effective to remain flexible and open while we are making progress. In present time we always have the power of choice.

Telling The Truth: It is your Coach's job to tell the truth 100% of the time, from a viewpoint of compassion and an intention of your well being. Occasionally this may take the form of confronting you with a truth that you may prefer to avoid or deny. Your Coach offers you a mirror that has no judgments attached.

Developing Self Trust: It is your Coach's job to assist you in seeing your self as a resource you can trust and depend on. Knowing that you can trust your self, and reach out to others in collaboration is strength. Becoming dependent on your Coach is not what Coaching is about.

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A LITTLE MORE...

Fee:

Keep our partnership clear of undue distractions by paying your coaching fee on time as agreed.

Prep Form:

Give your self enough time to fill out the Prep Form so you have time for thought and reflection. The Prep Form is an important tool that assists us in staying focused on Your Agenda during our Coaching session. The Prep Form facilitates our ability to quickly move forward to the tasks at hand. Always be sure to send the Prep Form at the agreed upon date and time so that your Coach has some time to reflect as well.

Self Nurture:

We all are more energetic, able to cope, and are inspired when our own needs are being met. Make a commitment to nurturing your self and your well being beginning with your first Coaching session and on out into your future. If you want to work on expanding your ideas of self-nurture and getting your needs met, let's discuss it.

Reduce Clutter:

Be willing to reduce the clutter in your environment and in your life that stands in the way of your progress toward your life and your self as you'd like them to be. Though change can sometimes feel challenging, your Coach is here to help you smooth the way.

Be Honest:

Be Honest with Your Self and your Coach 100% of the time. I want to hear everything you wish to express. Compliments and referrals are happily received, and please, if you ever feel any dissatisfaction in your coaching, speak up. This will keep our partnership strong. Partners communicate with respect as equals, and trust each other's intention of well being toward one another. I welcome all of your input.

Take Action:

When you agree to take action, do your very best to complete it. If you are having problems that are holding you back, feel free to email me and we can discuss it via email or on a brief coaching call during the week.

Developing Self Trust:

It is your Coach's job to assist you in seeing your self as a resource you can trust and depend on. Knowing that you can trust your self, and reach out to others in collaboration is strength. Becoming dependent on your Coach is not what Coaching is about.

Your coach may set up email collaboration between sessions, please use these to accelerate your growth!



SESSION PREP FORM

Keeping it Simple

Prior to your session, please take a few minutes to fill out, relax and center yourself!

What has happened since our last session?

What action have I taken this week? Any wins/challenges?

What would I like to discuss on our call today?

Do I have some challenges, concerns, or achievements that I want to address today? What are they?

Where am I making progress?

Where am I feeling stuck?

Anything else?
