



## **FGFOA Coaching Program Agreement**

### **Coaching Requirements**

- The Coach and the Coachee will meet at a mutually agreeable space or via telephone call.
- The Coach and the Coachee will meet at mutually agreed upon date and time.
- Conversations between the Coach and the Coachee will be confidential.
- The Coach and the Coachee are encouraged to attend FGFOA group gatherings.
- The coaching will last nine (9) months – September through June.

### **Expectations of Coach**

- Attend set meetings with the Coachee.
- Coach the Coachee in areas of government finance, which may involve communications, perceptions, decision making, understanding concepts, etc. and/ or in areas of personal and professional development.
- At the end of the program, complete a survey about the success of/ improvements to the program.

### **Expectations of Coachee**

- Arrange the meetings with his/her Coach.
- Work with the Coach in areas of government finance, which may involve communications, perceptions, decision making, understanding concepts, etc. and/ or in areas of personal and professional development.
- At the end of the program, complete a survey about the success of/ improvements to the program.

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Coach Signature

Date

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Coachee Signature

Date