



Naomi D Jones RN, MS, CRNI
Professional Life Coach



"Your Journey...it's all connected!"

How We Will Work Together

Welcome to the world of coaching! It's an honor to be your coach and I look forward to working with you.

The relationship between a coach and client is Co-Creative, meaning that we both have an active role. I am not a therapist, counselor or consultant. I am a trained coach using refined communication skills to support **you** as a detached thinking partner. Together we will create more power for **you** to effect meaningful change and take *dynamic actions* towards your goals. Our sessions are confidential and your privacy will be highly regarded.

My Role

- I offer 50 minute telephonic coaching sessions weekly or bi-weekly.
- I will listen closely to you, respond to what I hear and ask questions. If I hear something in your voice or language that sparks an intuitive thought, I'm likely to ask you about it. Often, it is the small moments that bring about **BIG** shifts. If I'm not on target, just tell me. I'm not attached to being right.
- At the end of the session, if you do not mention what actions you are ready to take, I will make a coach request. I ask clients to stretch themselves, deepen the work done in the sessions by writing, taking some action, resolving issues or things that feel incomplete. You are free to negotiate, accept or decline.

Your Role

- Please take time before each session (at least 24 hours) to complete and email the Client Weekly Session Agenda I will provide to you. Use this as a template to create a new form for your responses every week. The most crucial part is for **you** to decide what you would like to take away from the session.
- Please call in to every session on time.
- Come to your session centered and ready to engage.
- Give me feedback *in the moment* about your coaching experience as to what works, as well as what does not.

Extra Time

Between sessions, if you have questions, a brief update, or want to bounce some ideas around, please contact me by phone (**718-954-1392**) or email me at NaomiJones@LifeCoachRN.com. Please keep these contacts succinct. (No more than 10 minutes.) If it seems like it will be better served as session material, I'll suggest that. This is included in your coaching fee.

Ways You Can Get More From Your Coaching Experience

- Make our coaching sessions a priority. Come to every call with a specific agenda – a clear understanding of what you'd like to take away from the session.
- Do your own work between sessions. Use what you learn. Complete what you agree to do.
- Be open-minded. Try new approaches. Experiment with different ideas.
- Be willing to change your beliefs and patterns if they do not serve you anymore.

Fees

- My fee is due prior to the first session.
- I accept checks, Visa, American Express, Discover or MasterCard. Payments are to be made through Pay Pal. There will be a \$35.00 fee for returned checks.
- Keep your Pay Pal receipt for your records. If you pay by check, your cancelled check is your receipt. My fees *may* be tax deductible as a business expense. Please check with your CPA.

Refund Policy: If we discontinue coaching before completion of paid sessions, you will receive a refund for any unused sessions minus a \$25.00 administration fee.

Session Procedures

- Please call **718-954-1392** for our scheduled sessions.

Schedule Changes/Vacation/Business Trips

- We will choose a regular time for our sessions. This will be your time slot. If something must change temporarily or permanently, I will be happy to work that out with you.
- Please give our call high priority and arrange your schedule to honor our agreed upon time. If you must reschedule our call, I ask you to give me 24 hours notice. You will be charged for any no call/no show; I will not reschedule no call/no shows.

I'm Looking Forward To Our Coaching Relationship!