

## Coaching Agreement

This document is used to create alignment with key stakeholders on how specific coaching initiatives will proceed.

<b>Groundwork:</b>
What are we trying to improve?
Who benefits?
We will know improvement has happened by:
Target timeline:
Advocate/sponsor:
<b>Execution:</b>
How often will we meet to discuss progress?
We will know we have made progress when:
We will know we are done when:
<b>Out of scope:</b>

Topics also include:

- What you need from the sponsor
- How you be introduced to the team