Peer Coaching Agreement

**PeerSphere’s Purpose**

Designed to weave together the threads of our distinct communities, this initiative pairs members from one group with their counterparts from another, exemplifying the unity of our shared mission. Through these inter-community connections, we aim to foster a holistic learning environment, where diverse perspectives meet, coaching relationship flourishes, and every participant emerges more empowered and enlightened.

**Your Purpose**

We are entering into a voluntary Coaching relationship that we expect to benefit both of us. We want this to be a rich and rewarding experience with the majority of our time spent in substantive development activities. To minimize confusion, frustration and administrative details, we have agreed on the following terms in this relationship:

1. **Confidentiality:** *(To be filled in by coaching pair)*
2. **Frequency of Meetings:** *(To be filled in by coaching pair)*
3. **Duration of Meetings:** *(To be filled in by coaching pair)*
4. **Type of Meetings (i.e; Teams, WeChat, Zoom, etc):** *(To be filled in by coaching pair)*
5. **Location of Meetings (i.e. private meeting room, no distractions, etc):** *(To be filled in by coaching pair)*
6. **Cancellation Preferences:** *(To be filled in by coaching pair)*
7. **Contact Information** *(Be sure to delete unrelated role identifiers, for example, if you will be the coach in the relationship, delete Mentee and Peer Coach)*:

Coach / Coachee / Peer Coach Name:

Email:  
Office Phone:  
Cell Phone/text:  
Preferred method of contact:

Best time of contact:

Mentee / Coach / Peer Coach Name:

Email:

Office Phone:  
Cell Phone/text:  
Preferred method of contact:

Best time of contact:

1. **Progress Reporting Frequency:** *To determine if the relationship is mutually beneficial, if it’s working well and what needs to be changed or addressed (once a month is suggested):*
2. **Duration of Coaching Relationship:** May 4, 2024, all program participants will meet at 4pm, on Teams, to debrief their coaching experience and provide feedback to improve the program for the 2024-25 school year. Coaching pairs are encouraged to continue their relationship for a longer period if they choose to do so.
3. ***(Name)* Primary Objective** *(What do you want to get from this relationship)***:**
4. ***(Name)* Primary Objective** *(What do you want to get from this relationship)***:**
5. **Social Contract:** *(What behaviours and professional norms do the mentee and coach want the relationship to be governed by; i.e. Being prepared for meetings, honoring commitments, begin every meeting prepared to be positive and collaborative, etc)*



1. **Opting Out:** We have a shared responsibility to each other, to ensure each other’s wellbeing and satisfaction with the experience in this program.If at any time either of us feels unable to meet the expectations of this program or are unable to continue in the program we must immediately contact each other and email [help@peer-sphere.com](mailto:help@peer-sphere.com) informing them of our intention to opt out of the program.
2. **Prohibited Advice**

The advice offered shall relate to the educational work in which both are engaged. The relationship shall not be used to present medical, mental-health, legal, financial, religious or marital advice.

1. **Duty to Report**

Each party has the responsibility to report all suspected incidents of child abuse or neglect, recent or otherwise, as well as any other concerns related to each other’s health and safety. If you have concerns or questions about reporting, please email [help@peer-sphere.com](mailto:help@peer-sphere.com) with your question or concern.

This coaching agreement sets forth how we will work together. We agree to commit to the specified period and to make a good faith effort to resolve any issues that may arise between us during the term of this agreement.

(Full Name) signature/date (Digital Signatures are acceptable)

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(Full Name) signature/date (Digital Signatures are acceptable)

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