



Integral Transformations LLC

<https://www.integraltransform.com/>

Ontological Coaching

An ontological coaching approach is adopted, which is embodied coaching that involves the whole person (speech, emotions, and soma/body). Ontology is the study of being and is an inquiry into the nature of human existence — “What does it mean to be a human being?”. This includes a concern for the quality of our existence, much of which is the quality of co-existence in our everyday and professional dealings with each other that sometimes may feel like a drama, comedy, or battle against other people “who do not get us”. Ontological coaching offers a different way to thinking and perceiving that involves talking, feeling, and body awareness. All three are pivotal to our ‘way of being’ as linguistic beings, emotional beings, and being bodies. Ontological coaching is about discovering and living a deeply meaningful life full of abundance.

Coaching Agreement

[5 pages long; plus, Appendices]

Coaching is a partnership (an alliance, not a legal business partnership) between the Coach and the Client in a thought-provoking and creative process that inspires the Client to maximize personal and professional potential. It is designed to facilitate the development of personal, professional or business goals and to develop and carry out a strategy/plan for achieving those goals.

This Agreement is entered into by and between: One of the Coaches of Integral Transformations LLC

[First, Middle, and Last Name of Coach]: _____ and

[First, Middle, and Last Name of Client]: _____ .

The Coach agrees to provide Coaching Services for the Client focusing on the following potential results/outcomes/goals/inquiry after discussion in a joint discovery session (you may consult the Appendices for more information; note that coaching is an organic process and modifications may be later in the coaching process):

1) Coach-Client Relationship

A. The Coach agrees to maintain the ethics and standards of behavior established by the International Coach Federation “(ICF)” (*Coachfederation.org/ethics*). It is recommended that the Client reviews the ICF Code of Ethics and the applicable standards of behavior.

B. The Client is solely responsible for creating and implementing his/her own physical, mental and emotional well-being, decisions, choices, actions and results arising out of or resulting from the coaching relationship and his/her coaching calls and interactions with the Coach. As such, the Client agrees that the Coach is not and will not be liable or responsible for any actions or inaction, or for any direct or indirect result of any services provided by the Coach. The Client understands coaching is not therapy and does not substitute for therapy if needed, and does not prevent, cure, or treat any mental disorder or medical disease.

C. The Client further acknowledges that he/she/other may terminate or discontinue the coaching relationship at any time.

D. The Client acknowledges that coaching is a comprehensive process that may involve different areas of his or her life, including work, finances, health, mind-body practices, relationships, education, and recreation. The Client agrees that deciding how to handle these issues, incorporate coaching principles into those areas and implementing choices is exclusively the Client’s responsibility.

E. The Client acknowledges that coaching does not involve the diagnosis or treatment of mental disorders as defined by the American Psychiatric Association and that coaching is not to be used as a substitute for counseling, psychotherapy, psychoanalysis, mental health care, substance abuse treatment, or other professional advice by legal, medical or other qualified professionals and that it is the Client’s exclusive responsibility to seek such independent professional guidance as needed. If Client is currently under the care of a mental health professional, it is recommended that the Client promptly informs the mental health care provider of the nature and extent of the coaching relationship agreed upon by the Client and the Coach.

F. The Client understands that in order to enhance the coaching relationship, the Client agrees to communicate honestly, be open to feedback and assistance and to create the time and energy to participate fully in the program.

2) Services

The parties agree to engage in single or multiple coaching sessions, online (Zoom) or in-person. The Coach will be available to the Client by e-mail in between scheduled sessions to discuss urgent matters (e.g., spiritual, medical, or mental emergency) or questions/topics mutually agreed on in one of the scheduled sessions. The Coach may also be available for additional time, per Client’s request on a prorated basis rate negotiated between Coach and Client; for example, reviewing documents, reading or writing reports, engaging in other Client related services outside of coaching hours).

3) Schedule and Fees

Integral Transformations LLC charges standard fees are on a sliding scale ranging \$80-\$100 per single coaching session (1 hr. length). Different coaching types are described in more detail in the Appendices. The first coaching session is focused on discovery and orientation to coaching, which allows to discuss questions, connect Coach and Coachee, and to identify potential coaching goals and topics that will be explored. This first session is offered pro-bono without fees.

Discounted sessions with reduced fees are available due to specific hardship and life circumstances of the Client. In this case, a fee is negotiated between Coach and Coachee.

Bundled sessions are available at reduced costs and require pre-pay:

- Bundle of 5 sessions: Agreed standard fee with 5% discount.
- Bundle of 10 or more sessions: Agreed standard fee with 10% discount.

Outcome-oriented coaching programs stretch over longer time periods (e.g., 8 months to 1 year or longer). Such coaching programs may be of specific interest for individuals in leadership positions, managers or executives in organizations with distinct professional goals, promotions to upper leadership positions, or reorganization of teams as part of change management. For cost assessment, please contact Manager@IntegralTransform.com.

This coaching agreement is valid as of _____ (MM/DD/YYYY) and extending until it is cancelled in writing by the Coach or Client with the following agreed fee arrangement:

_____.

4) Procedure for Booking of Coaching Sessions

Reservations for coaching sessions can be made via the online calendar:

<https://calendly.com/sgrunwald/60min>

Please make the booking at least 48 hrs. ahead of time, better earlier to reserve a session. A Zoom link will be automatically sent to your email address. Use the Zoom link to enter the coaching session. In case you have to cancel a reserved session due to a personal emergency do so at least 24 hrs. prior the meeting time.

For face-to-face sessions the meeting location will be mutually agreed on through email communication between Coach and Client (Email Integral Transformations LLC: Manager@IntegralTransform.com).

5) Payments of Sessions, Cancellation Policy, and Refunds

If the Client does not attend the session (“no show”) at the time it was booked, and the session was not cancelled via the online calendar tool at least 24 hrs. prior to the agreed meeting time the full coaching fees will be charged. If a session was cancelled at least 24 hrs. prior to the agreed meeting time no charge incurs. The online coaching calendar tool allows smooth rescheduling of sessions if needed.

For unused pre-paid discounted bundled sessions, a refund of 30% of the remaining unused pre-paid coaching fees will be provided.

Invoices for coaching sessions will be sent to the email of the Client payable via the PayPal online payment system payable via credit card or an PayPal account. For single coaching sessions payments are due within 2 weeks’ time after the coaching session or before the next coaching session, whatever timeframe is shorter. Discounted pre-bundled coaching sessions require pre-payment.

6) Confidentiality This coaching relationship, as well as all information (documented or verbal) that the Client shares with the Coach as part of this relationship, is bound by the principles of confidentiality set forth in the ICF Code of Ethics. However, please be aware that the Coach-Client relationship is not considered a legally confidential relationship (like the medical and legal professions) and thus communications are not subject to the protection of any legally recognized privilege. The Coach agrees not to disclose any information pertaining to the Client without the Client’s written consent. The Coach will not disclose the Client’s name as a reference without the Client’s consent. *Confidential Information* does not include information that: (a) was in the Coach’s possession prior to its being furnished by the

Client; (b) is generally known to the public or in the Client's industry; (c) is obtained by the Coach from a third party, without breach of any obligation to the Client; (d) is independently developed by the Coach without use of or reference to the Client's confidential information; or (e) the Coach is required by statute, lawfully issued subpoena, or by court order to disclose; (f) is disclosed to the Coach and as a result of such disclosure the Coach reasonably believes there to be an imminent or likely risk of danger or harm to the Client or others; and (g) involves illegal activity. The Client also acknowledges his or her continuing obligation to raise any confidentiality questions or concerns with the Coach in a timely manner.

7) Record Retention Policy The Client acknowledges that the Coach has disclosed his/her record retention policy with respect to documents, information and data acquired or shared during the term of the Coach-Client relationship. Such records will be maintained by the Coach in a format of the Coach's choice (print or digital/electronic) for a period of not less than 5 years.

8) Termination Either the Client or the Coach may terminate this Agreement at any time. The Client agrees to compensate the Coach for all coaching services rendered through and including the effective date of termination of the coaching relationship.

9) Limited Liability Except as expressly provided in this Agreement, the Coach makes no guarantees, representations or warranties of any kind or nature, express or implied with respect to the coaching services negotiated, agreed upon and rendered. In no event shall the Coach be liable to the Client for any indirect, consequential or special damages. Notwithstanding any damages that the Client may incur, the Coach's entire liability under this Agreement, and the Client's exclusive remedy, shall be limited to the amount actually paid by the Client to the Coach under this Agreement for all coaching services rendered through and including the termination date.

10) Entire Agreement This document reflects the entire agreement between the Coach and the Client and reflects a complete understanding of the parties with respect to the subject matter. This Agreement supersedes all prior written and oral representations. The Agreement may not be amended, altered or supplemented except in writing signed by both the Coach and the Client.

11) Dispute Resolution If a dispute arises out of this Agreement that cannot be resolved by mutual consent, the Client and Coach agree to attempt to mediate in good faith for up to 30 days after notice given. If the dispute is not so resolved, and in the event of legal action, the prevailing party shall be entitled to recover attorney's fees and court costs from the other party.

12) Severability If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If the Court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

13) Waiver The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

14) Applicable Law This Agreement shall be governed and construed in accordance with the laws of the State of Florida, without giving effect to any conflicts of law's provisions.

15) Binding Effect This Agreement shall be binding upon the parties hereto and their respective successors and permissible assigns.

Please sign and return this Agreement prior to your second coaching session, excluding the first pro-bono coaching discovery session. Retain one copy for your records and send the other to Manager@IntegralTransform.com.

CLIENT First, Middle and Last Name/Title and Address:

CLIENT Email and Phone Number: _____

Signature: _____

Date: _____

Coach First, Middle and Last Name/Title: _____

Integral Transformations LLC
4357 NW 34th Dr., Gainesville, FL 32605.

Signature: _____

Date: _____

Appendices

Appendix A – Ontological Coaching:

Discover your personal and professional potentials and explore questions/issues that nag you. Do you experience a breakdown that holds you back to live up to your highest potential? Coaching helps to unlock "old ways of knowing" - "ways of living life that do not serve you well anymore". Learn, grow, discover, and transform yourself. Find new meaning in a world experienced as stressful, overwhelming, strange, surreal, gray, or meaningless. Touch awe and embody a life that feels full, meaningful, and authentic to you. The coach will facilitate your exploration into deeper ways of knowing. Note, coaching is not mentoring (giving advice) nor is it psychotherapy (focused on mental health issues and mental disorders). Coaching is a journey to discover new ways of purpose, well-being, and personal peace.

Appendix B – What to Expect in a Coaching Session:

Within the coaching sessions we adopt the following: (1) Confidentiality ("what is said in the coaching space, stays here"); (2) Mutual trust in the coach-client relations; (3) Assume positive intent; (4) Being radically curious to what will emerge; (5) Declare and "own" one's breakdowns; (6) Being unconditionally respectful with each other's opinions; (7) Strive to minimize judgements and focus on discernments; (8) Explore of what is spoken and what's beneath that is spoken; (9) Work with the ontological dimensions: Facts (true/false statements; assertions), assessments (opinions, judgements, and evaluations), declarations (commitments to act in the future), requests, offers, and promises; (10) Use "I" (first person) statements; and (11) Be responsible for your own learning.

Ontology involves speech, emotion, and body. The ontological coach may invite you to turn your attention toward your breath, a tension in your body, a specific feeling (perceived as negative), or ask for permission to engage in a mind-body exercise. The sensibility of the present moment experience is given full voice to explore deeper layers of experience that may cause temporary discomfort, disharmony, or some fleeting pain or feeling confused.

The coach will strategically employ micro-contracting before asking the coachee potential difficult personal questions. The client determines the level and speed of the exploration and is "in the driver seat" of the coaching process able to "hit the break" or "the gas pedal" to courageously move through a breakdown to "higher ground". The questions of the coach aim to keep clients in the "green" (centered, comfortable) personal space, while sometimes leaning into "yellow" or "orange" spaces that hold transformative potentials to go beyond the "red" space (a personal breakdown, drama, conflict, problem, etc.). The goal of coaching is to enlarge the client's personal "blue" space with goodies such as resilience, courage, calm, confidence, gratitude or other values that may matter to you.

Appendix C – Life Coaching:

Sometimes we are stuck in "old" patterns of thinking or behavior that do not fit current circumstances at work, organizations, family or in partnerships. We may be faced with conflict or situations in which we feel trapped, helpless, deeply dissatisfied, or completely stuck. These situations keep us in their grip and prevent us to crack-open to get that work promotion or find deeper meaning in life. Life coaching allows to explore new possibilities and futures. The purpose of coaching is to produce learning that generates change. We embrace an *ontological whole-person coaching approach* to discover "new" perspectives and insights that are client-centered. This kind of coaching enables to move beyond perceived life problems, learn to better understand yourself and interpersonal relations in a fully embodied fashion. In essence, you can learn how to become your own life coach. Sieler (2003) called ontological life coaching "coaching to the human soul".

Life coaching may address problems related to the workplace, family, friends or specific people. Breakdowns or life issues may involve perceived stress, overwhelm, anxiety, personal loss, trauma, lack

in self-confidence, frustration and anger about social injustice, suffering from gender or racial discrimination, bullying, loss of control, feelings of disconnection and disembodiment, feelings of emptiness and numbness, silencing and oppression, loss of your voice to engage in life, and many more.

Appendix D – Executive and Leadership Coaching:

Executive coaching is a professional relationship between a trained coach and a client (who may be an individual or a group) with the goal to enhance the client’s leadership or management performance and development. Through a process of inquiry, dialogue, and other tools, the coach serves as a thought partner to help the client examine and develop his/her/other decision-making, experiment with new ways of thinking and being, and commit to action steps that help achieve the client’s goals (Source: Jeffrey E. Auerbach, Ph.D., MCC).

Leadership coaching is focused on breakthrough performance and extraordinary business results according to Master coaches Anderson and Adams (2016). The Leadership Circle Profile Assessment and other leadership coaching models provide frameworks to build personal capacity that boosts organizational capability. Leaders are not only Vice Presidents or Presidents, CEOs, Executive Managers etc. of large corporate organizations. Many are leaders in the workforce in some way or another (e.g., small businesses, non-profit organizations, social justice organizations, classrooms, or family businesses) that can benefit from moving beyond “old ways of doing business”. Specifically, in fast-paced and dynamic economies leadership skills are profoundly important that make a difference to excel in terms of task-orientation, relationships, creativity, and ability to react mindfully and appropriately to needed change or new challenges.

An *ontological leadership coaching approach* embodies thoughts/speech, emotions/feelings, and bodily sensations within the leader/executive, the people in the organization they lead/manage, and people they interact with as part of business operations. Thus, ontological leadership coaching is multi-dimensional aiming to resolve conflicts and tensions at the interface between personal and collective (organizational) needs, plans, and goals.

Appendix E – Transpersonal / Spiritual Coaching:

Discover your transpersonal potentials and explore psycho-spiritual questions that nag you or hold you back. ‘Transpersonal’ means to go beyond your ordinary ego-self and discover new ways touching spirit/divine within (immanence) or beyond (transcendence); or participate in something larger than your small, narrow egoic self (e.g., expanded ways of being that involve Spirit, humanity, all living beings, the universe). Transpersonal coaching asks questions like “Who am I?”, “What is my purpose?”, or “What meaning is found in grief, suffering, or death?”.

Transpersonal psychology adopts an existential whole-person approach aiming to integrate mind, body, heart, spirit, and subtle energies aimed to bring forth congruent ways of being that are experienced as fulfilling and deeply meaningful. Coaching helps to unlock "old ways of knowing" or "ways of living life that do not serve you well anymore". Learn, grow, discover, and transform yourself. Find new purpose in a world experienced as surreal, eerie, depressing, strange, gray, mysterious or “pulling oneself down”. Touch awe and embody a life that feels “real”, meaningful, and authentic to you. A transpersonal coach facilitates to co-create novel transpersonal (non-ordinary) ways of knowing (e.g., through enhanced body awareness, letting go of ruminating thoughts, or letting go into the mysterious divine).

Spirituality is a term that is broader than *religion*, the latter usually associated with dogmatic organized religion (e.g., Christianity, Judaism, Hinduism, Buddhism, Islam, or other religions). Many modern individuals embrace spiritual fluidity—being spiritual but not religious (Parsons, 2018). Personalizing spirituality and making it one’s own means that spirituality is linked to individuality rather than a

community or specific religious traditions (Kripal, 2014; Moore, 2014). Relegating spiritual authority to oneself rather than an external religious authority (e.g., the Pope or Minister) or scripture involves the discovery of spirituality through one's own way of knowing, contemplation, meditation, mind-body practices, direct experiences (e.g., near-death experience or spiritual peak experience of the divine) and being open toward multiple spiritual and religious traditions.

Some understand spirituality as lived religion, while for others it connotes an opposition to religion (Streib & Klein, 2016). Gregerson (2008) defined spirituality as the inner experience of the sacred—God—and transcending consciousness, while Schneider (1986) defined spirituality as the experience of striving to integrate one's self-transcendent life toward the perceived Ultimate to liberate oneself. Clamar (2008) views spirituality as a very personal, individual experience that mediates between the self, soul, and body, inspiring the life force. According to Rayburn and Richmond (1996), spirituality is more concerned with caring for others, searching for “the good and true”, and recognizing the guidance of forces outside oneself that influence one's life path. According to Ferrer (2017), spiritual knowing is a participatory activity that is not objective or merely cognitive. This kind of knowing engages individuals in a participatory, connected, and often passionate activity that may involve the body, vital subtle energies, the heart, and consciousness. Ferrer argued that spiritual knowing is participatory knowing; it involves cocreative participation and communion in the mystery, rather than possession, appropriation, or passive representation of knowledge learned from a pastor, minister, religious teacher or book.

Feminine and feminist spirituality are special domains in spiritual coaching that hold profound transformative potentials and empowerment for woman, man, and LGBTQ+.

Appendix F – Meditation Coaching:

Meditation is offered in form of groups, programs, trainings in secular format (e.g., mindfulness-based stress reduction), McMIndfulness settings, religious and spiritual traditions (e.g., Vipassana, Zen, Tibetan Buddhism), and online meditation tools and apps. Some practice meditation solely at home in a private setting. The buffet style of mindfulness meditation offerings can be confusing and sometimes practice may feel stale and stuck, even for long-term meditation practitioners. Group settings often do not provide sufficient time for one-on-one interaction with the teacher or personal questions. Books and listening to guided meditations do not provide space to talk with somebody about one's meditation experiences and relations to personal life situations.

Meditation coaching provides space to explore your personal meditation/mind-body, and compassion/loving-kindness practices, questions that relate to your individual meditation experiences, and the goals or path you may wish to pursue (secular, Buddhist, religious, spiritual, New Age, or other). A meditation coach helps you to reflect like a mirror and facilitates to see where you are stuck in your meditation practice. An integral approach will provide the framework to connect your personal meditation and life experiences to family, community, culture, workplace, larger collectives, morals, values, beliefs, worldviews, doctrinal religious views, science (e.g., neuroscience and psychology), spiritual paths and teachers, and more. Explore life goals or a personalized spiritual path. Learn to integrate different dimensions (mind, body, heart, vital subtle energies, and consciousness) by befriending those part in you that you sense are disconnected.

References

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