



Leadership & Life Coaching Program

Program Overview

Coaching relationships empower and equip women by helping them identify the tools needed to achieve success in an area. This process encourages personal growth, change, and increased focus in life. Through powerful one-on-one and group conversations and transforming coaching exercises, the women of the MSK create a community of women who support each other's personal and spiritual goals in an environment that would produce greater awareness of self, gifts, and life purpose. Practical goals are set and each woman is assisted in attaining growth in her personal, professional and spiritual development.

Goals & Objectives

- The goals and objectives of the program are accomplished through a relational process in which the coach transfers resources of wisdom, information, experience, support, encouragement and accountability.

- Seeking to promote collaboration and healthy relationships among women, each woman will be matched with a peer mentor for further accountability and support.
- The program fosters increased awareness as the women are motivated to - display self-awareness, self-directedness, and self-improvement toward growth goals on personal, spiritual and professional levels.
- The goals of the program are set to enhance the character of each woman and to improve core competencies that affect leaders.
- The program seeks to assist women in developing skills such as: effective listening and communication skills, asking powerful questions, authentic relationships, modeling, learning and the ability to turn past knowledge and experiences into transformational moments and tools for development.

Group Sessions

- The focus group sessions are held monthly.
- The environment is created in an atmosphere of intimacy and candor for each woman and assisted in the level of authenticity and relational capital that is invested in the group.
- The coach will facilitate various coaching exercises and group discussions aimed at guiding each woman through a discovery process.
- Each woman is expected to complete individual, group and peer assignments in preparation for subsequent group and individual coaching sessions.

- Particular exercises are assigned for additional communication and relationship building between peers and some are assigned based upon the individual needs and coaching plans developed with the coach.

Individual Coaching Sessions

- Each woman in the focus group is expected to maintain a regular and ongoing relationship with the coach for assessment, support, encouragement and accountability.
- Assessments will be administered as an initial guide in the coaching relationship in which each woman will set their personal agenda for change.
- Life focus categories will be rated to assess each woman's level of satisfaction in ten critical areas:
 - Spiritual Life
 - Marriage/Single Life
 - Family and Children
 - Work
 - Church/Ministry
 - Financial Stewardship
 - Physical Stewardship
 - Personal Development
 - Social Stewardship
 - Recreation and Hobbies
- Assessments will be administered to measure the commitment and personal motivation for growth and development.

- Once the change agenda is set, the coach will assist each woman in developing an Individual Growth Plan with corresponding appointment tasks and actions steps.

Peer Mentors

- Each woman will be paired with another woman in the group for peer support and accountability.
- Participants are expected to relate to the coach, their peer mentor and other women in the group with respect, confidentiality, and encouragement.

MSK Focus Group Retreat

- One of concluding events of the nine-month coaching program will take place during a two-day retreat.
- The purpose of the retreat is to allow the women to disengage from their daily routines and to join together for a time of relational bonding, reflection and refocusing on their life purpose.
- During the retreat the women will complete a series of life purpose exercises to clarify motivational gifts, values, personality traits and to assist in the development of life messages.
- Each woman will be carefully guided through a comprehensive self-discovery process that culminates in the development of a life purpose statement.
- Through intimate and trusting dialogue, the participants will also focus on the value of developing and deepening their commitment and connection to one another.

- This event promises to be the highlight of the entire MSK experience, resulting in a true culmination of the work.

The Application Process

Upon receipt of the completed application packet, selections will be based upon predetermined criteria. Among the criteria: (1) completed application; (2) \$50 application fee; (3) two completed reference forms (4) an interview.

Tuition & Materials Fees

Application Fee: \$50.00 (non-refundable)

9 Month Coaching Program: \$500.00

MSK Focus Group Retreat: TBD

**Each individual woman is responsible for her lodging and transportation to the MSK Focus Group Retreat. One meal is included in the program. All other meals are the responsibility of the individual.*

**The services and resources of the Second Chance Award and the Single Mother's Assistance Program are made available to present and past participants of the coaching program.*

MSK Leadership & Life Coaching Program Application

Please return with non-refundable fee: \$50

Personal Data & Information

Applicant's Full Name:

Last *First* *MI*

Date of Birth:

____/____/____ Age: _____ U.S. Citizen: Y___ N___

Present Address:

_____ _____ *years* _____ *mo*

Street

City *State* *Zip Code*

Home Phone: () _____

Cell Phone: () _____

Work Phone: () _____

Personal E-mail: _____

Alternative E-mail: _____

Emergency Contact Name and Number:

_____ _____

Name Number

_____ _____

Name Number

Do you prefer to be contacted via phone or E-mail?

Phone

E-mail

Either

What is the best phone number to contact you? _____

What is the best E-mail address to contact you? _____

What is your current marital status? Circle all that apply.

A. Single

B. Single, but Dating

C. Married

D. Divorced Once

E. Divorced Two or More Times

F. Widowed

How many children live in your home? _____

What are the ages of the children living in your home? _____

Indicate all family members that live in your home. Circle all that apply:

A. My children under age 18

B. Extended family under age 18

C. Spouse

D. My children over age 18

E. Extended family over age 18

F. Boyfriend

G. Non-intimate friend

H. My parents live with me

I. I live with my parents

J. Other _____

What is the highest level of education you have completed?

- A. Some High School
- B. High School Graduate/GED
- C. Associate's Degree
- D. Bachelor's Degree
- E. Professional Degree
- F. Graduate Degree

Please list any specialized certificates or trades that you have received.

Essay:

State in 200-300 hundred words why you wish to participate in the MSK Coaching program, and how you anticipate this program supporting your desired educational, personal and professional goals. **All submissions must be typed and attached to the application.**

Employment History:

Please list your present and past occupations and work history:

1. Occupation: _____ Dates: _____

Company Name: _____

Address: _____

Business Phone: _____

2. Occupation: _____ Dates: _____

Company Name: _____

Address: _____

Business Phone: _____

3. Occupation: _____ Dates: _____

Company Name: _____

Address: _____

Business Phone: _____

Application Checklist

Please make sure that all application components are attached.

Please make all checks payable to:

My Sister's Keeper Foundation For Women

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.

PROGRAM APPLICANTS

_____ Completed Application

_____ Application Fee

_____ Essay

_____ Two Completed Reference Forms: (personal & professional)

_____ Interview

Personal/Professional Reference Form

Name of Applicant: _____

Reference Information:

Name _____

Address _____

Phone () _____

E-mail _____

If needed, can we contact you? Yes _____ No _____

Best way to contact you: Phone _____ E-mail _____

1. What is the nature of your relationship to the applicant?

2. How well do you know the applicant? How long have you known the applicant?

3. Please comment on how the MSK Coaching Program would improve the applicant's growth and development.

4. Describe what leadership qualities, if any, you have seen in the applicant.

In order to portray a clear profile of the applicant, please rate the applicant in each of the following areas:

	<u>Lowest</u>					<u>Highest</u>	
Integrity	1	2	3	4	5	Do not know	
1 – Questionable							
5 – Above Reproach							
Personality	1	2	3	4	5	Do not know	
1 – Withdrawn							
5 – Outgoing							
Emotional Stability		1	2	3	4	5	Do not know
1 – Unstable							
5 – Stable							
Perseverance	1	2	3	4	5	Do not know	
1 – Quits easily							
5 – Persistent							
Initiative	1	2	3	4	5	Do not know	
1 – Poor							
5 – Excellent							
Intelligence	1	2	3	4	5	Do not know	
1 – Learns and thinks slowly							
5 – Brilliant							

